

Instructions for Completing the Transparency Tools Annual Attestation Form by Issuers

RCW 48.43.007 requires that certain transparency tools must be present on issuer websites and available for members who are covered by the issuer. The purpose of this information is to provide members with tools to make informed decisions based on cost, quality and patient experiences.

Each year, issuers are required to file an attestation form with the Office of the Insurance Commissioner (OIC), declaring that the issuer's tools are in compliance with the requirements set forth in RCW 48.43.007. WAC 284-43-927 states that the annual attestation must be in the form required by the OIC and be submitted in accordance with the rules established by the OIC and listed on the Commissioner's website.

Issuers are allowed to use one form per NAIC Company Code, showing multiple lines of business. Issuers are NOT allowed to submit by NAIC Group Code.

By February 1st of each calendar year, an issuer must submit the proscribed form to the OIC. The form will indicate the following:

- Name of Issuer
- NAIC Company Code
- Name of the person completing the Attestation form
- The title of the person completing the Attestation form
- The lines of business covered by the Attestation form

The form may be signed electronically, and must be sent via email to MarketConductOversig@oic.wa.gov.

Questions concerning completion of this form should be directed to the above email address or to John Haworth at johnhaw@oic.wa.gov.

[Attestation Form](#)

[RCW 48.43.007](#)

[WAC 284-43-927](#)