

November 1, 2018

Health Carrier,

Under the authority granted in RCW 48.02.065, the Office of the Insurance Commissioner is conducting their annual ACA Enrollment Data Call to assess the impact of the November 2018 through January 2019 open enrollment period for individual and small group health plans. This will be an on-going data call and we expect that the data will be sent to us monthly until we close this survey; last year this office closed the survey after reports were submitted on June 10, covering enrollment through May 31, 2018.

Please note that there is only one survey to be submitted to the OIC. Our office is asking for enrollment data concerning **both** *the individual market and the small group market*. We plan to aggregate the information; the aggregate data may be released publicly.

Attached are both an instruction page and an example of how the data is to be submitted to the OIC, which shows the data fields that are to be entered into the template. Below is the due date schedule:

<b>Due Date</b>	<b>Enrollment information as of...</b>
November 20, 2018	October 31, 2018
December 15, 2018	November 30, 2018
January 15, 2019	December 31, 2018
February 15, 2019	January 31, 2019
March 15, 2019	February 28, 2019
April 15, 2019	March 31, 2019
May 15, 2019	April 30, 2019
June 15, 2019	May 31, 2019

For the initial data response, the due date is **November 20, 2018—with enrollment information as of 10/31/18**. For subsequent monthly data, the due date will be the 15<sup>th</sup> of the month.

A blank template is attached to this email for your use.

The data is to be submitted as an Excel Workbook electronically to [datacall@oic.wa.gov](mailto:datacall@oic.wa.gov). Please include contact name and information in the email submission. If you have any questions, please contact me at 360-725-7056 or [candicem@oic.wa.gov](mailto:candicem@oic.wa.gov). We appreciate your time and consideration in this matter.