

To: Workers' compensation self-insured employers, insurers, third-party administrators, claims administrators and trading partners

Aug. 31, 2020

The purpose of this communication is to provide information about filing forms and documents in the Department of Labor and Industry (DLI) division file to facilitate the transition to Work Comp Campus.

- Sections A, B and C specify dates for filing forms and documents with DLI.
- Sections D and E provide information about penalties for late filing.

Note: Employees and other parties must still be copied on or served with documents if required by statute or rule, even if filing with DLI is delayed. This document does not extend any statutory time frame for payment of benefits.

A. Filing method deadlines

Type of filing or document	Filing with DLI by this method will not be available after:
Email: wcincomingmail.dli@state.mn.us	4:30 p.m., Friday, Oct. 16 , 2020
Fax	4:30 p.m., Tuesday, Oct. 27 , 2020
The following online submissions: <ul style="list-style-type: none"> • R-forms • ADR login (certificate of dispute, medical/rehabilitation requests or responses) • Annual claims (Special Compensation Fund annual claims) 	4:30 p.m., Thursday, Oct. 29 , 2020
EDI trading partner agreement	Online submission no longer available
U.S. mail	Received after Friday, Oct. 30 , 2020.

B. Delayed filing

Do not file the following documents with DLI on or after **Oct. 19**, 2020. The equivalent electronic data interchange (EDI) transaction, web form or document must be filed in Campus no later than **Nov. 30**, 2020:

- Interim Status Reports (SA);
- Notice of Benefit Reinstatement (NOBR) (RB);
- Notice of Benefit Payment (NOBP) (PY);
- medical reports that are not attached to a form that is required to be filed before **Nov. 2**, 2020; and
- miscellaneous documents and correspondence that are not attached to a form that is required to be filed before **Nov. 2**, 2020.

C. Filing in EDI on or after Nov. 2, 2020

- EDI 3.0 ends at 4:30 p.m., Thursday, **Oct. 29**, 2020.
- Campus will be available for filing Monday, **Nov. 2**, 2020.
- The filing of URs will be accepted starting **Nov. 2**, 2020.
- All payers must create their Campus accounts and transition their systems to EDI 3.1 by Thursday, **Nov. 5**, 2020.

C.I. Penalties for late filing in Campus

DLI has received inquiries about assessment of penalties during the Campus roll-out period in light of possible technical difficulties that may arise.

- DLI will not issue penalties if the reports listed above are filed by the specified time frames in sections B and C above.
- Until **Dec. 1**, 2020, issuing a penalty for an insurer's failure to timely file a report with DLI due to a technical issue related to Campus will not be a high priority as long as the insurer is working in good faith with DLI and its trading partner to resolve the technical issue. DLI will re-evaluate this **Dec. 1** date in **November**.
- Whether DLI will assess penalties against an insurer for failure to timely file a specific report in Campus will depend on a number of factors, including whether the penalty is permissive or mandatory under the workers' compensation law and the reason for the delay.

C.II. Penalties payable to employees

- DLI is unable to commit to waiving penalties payable to employees because these penalties are for failure to timely pay or deny a claim or serve notices on employees, as required by law.
- The insurer can continue to comply with these statutory requirements even if the corresponding report to DLI is not timely filed in Campus due to technical difficulties.
- If, due to technical difficulties, an insurer is unable to receive an EDI "returned" form for purposes of service on the employee, DLI will consider whether the insurer provided timely alternative notice to the employee that contains the same information as the returned form.