

We, the undersigned, as representatives of our respective organization, corporation or governmental entity, do hereby agree to the following:

1. The Pennsylvania Department of Labor and Industry, Bureau of Workers' Compensation (BWC) is the regulatory agency responsible for administering the Workers' Compensation and Occupational Disease Acts.
_____ is an insurer, third party administrator or employer engaged in the business of adjusting or servicing Pennsylvania workers' compensation injury claims.
2. BWC and _____ agree that First Reports of Injury (FROI) and Subsequent Reports of Injury (SROI) will be sent to BWC utilizing the national standards for Electronic Data Interchange (EDI) Release 3, developed by the International Association of Industrial Accident Boards and Commissions (IAIABC), as adopted by Pennsylvania.
3. BWC shall provide 60 days notice of subsequent changes regarding elements, standards or other requirements.
4. BWC will authorize the filing of FROI and SROI through EDI Release 3 documents utilizing the BWC web portal upon execution and successful completion of the following: (1) this Agreement; (2) the PA Claims Administrator Address List; (3) the PA Claims Administrator ID List.
5. Once BWC authorizes the filing of FROI and SROI through the EDI web portal, _____ shall timely file all FROI and SROI EDI Release 3 documents utilizing the BWC EDI web portal consistent with the EDI Implementation Guide and the reporting requirements of the Act, regulations and/or any applicable Department-issued policy statement or written guidance. _____ shall submit true, correct and accurate data and information in all FROI and SROI transactions filed via EDI. In addition, for all data and information which is submitted to BWC via EDI in connection with a filing for which a copy is required by law to be provided to another party, _____ shall provide a true and correct copy of such data and information to that party.
6. _____ may add or remove licensed insurers or approved self-insurers they are filing on behalf of on the BWC EDI web portal, by updating its PA Claims Administrator ID List. Notification of such updates shall be sent to BWC within 7 days of the addition or removal.
7. Any error in transmission will be identified by BWC, and attached to the file for review in WCAIS. The sender will correct the identified errors and resubmit the record within 10 days of reviewing the rejection reason within WCAIS.
8. Neither party shall be liable to the other for any damages, including special, incidental, exemplary or consequential damages, arising from or as a result of any delay, omission, or error in the electronic transmission or receipt of any documents pursuant to this agreement.

9. _____ shall provide 30 days notice in writing to BWC of its intent to discontinue utilization of the EDI web portal.
10. BWC reserves the right to terminate this Agreement for any reason, including failure to comply with the foregoing provisions of the Agreement by _____, upon 30 days written notice.
11. This Agreement may only be amended by a written submission, signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as dated below:

Trading Partner

Telephone

Name and Title

Fax

Address1

Email

Address2

City/State/Zip

Signature

Signature (BWC Claims Management Division Chief)

Date

Date

Send completed, signed Trading Partner documents to the Bureau of Workers' Compensation via WCAIS Customer Service "Submit a Question" using the category of "EDI" and sub-category of "Trading Partner Agreements".

Any individual filing misleading or incomplete information knowingly and with the intent to defraud is in violation of Section 1102 of the Pennsylvania Workers' Compensation Act, 77 P.S. §1039.2, and may also be subject to criminal and civil penalties under 18 Pa. C.S.A. §4117 (relating to insurance fraud).

Auxiliary aids and services are available upon request to individuals with disabilities.
Equal Opportunity Employer/Program