

Adjusters are responsible for verifying the employer FEIN before submitting an EDI transaction to BWC. If you are uncertain of the FEIN for the company, or if the company is out of business and you don't have the FEIN, you may [use the employer search feature](#), or you may reach out to the bureau's Helpline via a Customer Service ticket to obtain the FEIN. Bureau staff will research the employer and provide you with either the correct FEIN or a placeholder FEIN to use in future EDI transactions. To prevent confusion and inaccurate data in WCAIS, you **MUST NOT** make up your own placeholder ID.

When the FEIN is entered incorrectly, the wrong party gets attached to the claim on the Interested Parties tab preventing the correct party from accessing, viewing, or submitting information on the claim. WCAIS uses the information on the Interested Parties tab to generate correspondence and hearing notices, for EDI generated Forms Solution forms (NCP, NTCP, NCD, and Notice Stopping), and for interactive Forms Generation & Forms Preparation features on the Actions tab of the claim, and therefore, the incorrect party will also be listed on the form. The use of an incorrect FEIN may result in unintended litigation expenses for the incorrectly listed party. It can increase the total amount of injuries associated to a company, erroneously driving up this company's workers' compensation premiums.

Also note that, per the IRS, a FEIN may not begin with "00." The bureau has existing edits to prevent bogus FEINs such as "123456789", "987654321", or FEINs comprised of all the same number, for example "22-222222." *An additional edit to prevent invalid employer profiles with FEINs beginning with "00" is forthcoming, so please be sure your systems are coded to disallow these "00" FEINs.*

When an employer is Self-Insured, the Self-Insured Employer's FEIN should be in both the Insurer FEIN and Employer FEIN fields. The bureau currently applies an edit based off the Insurer FEIN field; if the Insurer FEIN belongs to a Self-Insured Employer then the Employer FEIN field must match it or the transaction will reject. In an effort to eliminate Forms Solution forms with both an Insurer and a Self-Insured Employer, apply uniform edits across the system, and prevent discrepancies in the Interested Parties, the bureau is adding an edit on the Employer FEIN. If the Employer FEIN belongs to a Self-Insured Employer, then the Insurer FEIN must match it. The new edit would be applied on transactions received with a Self-Insured employer FEIN in the Employer FEIN field but with a regular Insurer FEIN in the Insurer FEIN field; once the coding updates are released, incorrect transactions will reject.

The Implementation Guide, tables, and supporting documents have been updated and posted and may be tracked using the change log for each document.