Mike DeWine, Governor
Jon Husted, Lt Governor

Tynesia Dorsey, Interim Director

Instructions for Filing Annual and Quarterly Statements – Multiple Employer Welfare Arrangement

Office of Risk Assessment, 50 W Town Street, 3rd Floor - Suite 300, Columbus OH 43215
614-644-2658 | 614-644-3256 (Fax) | insurance.ohio.gov

The Annual Statement and supplemental forms are due to the Department of Insurance on or before March 31, of each year. An actuarial opinion regarding claims unpaid and unpaid claims adjustment expenses must be completed by a qualified actuary and attached to page one of the Annual Statement. In addition, the Company is required to submit an audited financial report of the filed Annual Statement performed by a qualified independent certified public accountant, using **Statutory Accounting Principles**. The audited financial report is due in this office by June 30.

Quarterly Statements are due in this office for each calendar quarter 45 days after the end of each calendar quarter. The quarterly form is basically the same as the Annual Statement, but abbreviated. Quarterly Statements should reflect business on a year to date basis, NOT on an individual quarterly basis. Insurers are required to use codified statutory accounting, as published in the National Association of Insurance Commissioners ("NAIC") Accounting Practices and Procedures Manual.

Please type or use ink in completing the Annual and Quarterly Statements.

Basis of asset valuation. For the valuation of assets, please refer to the NAIC Purposes and Procedures of the Securities Valuation Office, the NAIC Valuation of Securities manual, and the NAIC Accounting Practices and Procedures Manual. In general, assets are valued as follows:

Bonds:	Amortized value, if security is investment grade; market value, if security is non-investment grade.
Preferred Stock:	Statement value is cost, if stock is eligible; use market value if stock is not eligible.
Common Stock:	Market value. Mutual Funds are to be included in this category.
Real Estate:	Cost plus improvements, less depreciation.
Mortgage Loans:	Unpaid principal balance.

All investments are subject to limitations stated in the Ohio Revised Code, Chapter 3925.08. Please attach additional information where necessary.

Non-ledger assets include assets that may not be recorded on the general ledger, but are considered to be assets for statutory accounting purposes. Examples include investment income due and accrue, the difference in market value of stock over book value and federal income tax receivables.

Non-admitted assets fall into several categories. In general, the non-admitted portion of an asset is the amount representing the difference between realizable value and book value. Receivables or payments of principal over 90 days past due must be classified as non-admitted. Assets which the company owns, but which the regulatory authorities have deemed to be not admissible in the determination of financial condition (e.g. prepaid expenses, unsecured loans and advances, furniture and equipment, automobiles and computer software) must be shown as non-admitted assets. Investments that are not permitted, exceed limitations, or have not been approved by the Department under ORC 3925.08 are also non-admitted. Other non-admitted assets include due and accrued investment income over 90 days past due or on securities in default. An increase in non-admitted assets results in a corresponding decrease in surplus.

Report all amounts in whole dollars, except where instructed differently.

Blank schedules will not be considered properly filed. If no entries are to be made, write "NONE" or "NOTHING" across the schedule in question.

Please refer to the National Association of Insurance Commissioners Annual and Quarterly Statements Instructions for Health.

Should you have questions, contact risk.assessment@insurance.ohio.gov .