

HEALTH ENTITIES

COMPANY NAME: _____ NAIC Company Code: _____

Contact: _____ Telephone: _____

REQUIRED FILINGS IN THE STATE OF: Nebraska Filings Made During the Year 2012

(1) Check- list	(2) Line #	(3) REQUIRED FILINGS FOR THE ABOVE STATE	(4) NUMBER OF COPIES*			(5) DUE DATE	(6) FORM SOURCE**	(7) APPLICABLE NOTES
			Domestic		Foreign State			
			State	NAIC				
I. NAIC FINANCIAL STATEMENTS								
	1	Annual Statement (8 1/2"X14")	1	EO	xxx	3/1	NAIC	F, G
	1.1	Printed Investment Schedule detail (Pages E01-E27)	1	EO	xxx	3/1	NAIC	
	2	Quarterly Financial Statement (8 1/2" x 14")	1	EO	xxx	5/15, 8/15, 11/15	NAIC	G
II. NAIC SUPPLEMENTS								
	10	Accident & Health Policy Experience Exhibit	1	EO	xxx	4/1	NAIC	
	11	Actuarial Opinion	1	EO	xxx	3/1	Company	G
	12	Health Care Exhibit (Parts 1, 2 and 3) Supplement	1	EO	xxx	4/1	NAIC	
	13	Health Care Exhibit's Allocation Report Supplement	1	EO	xxx	4/1	NAIC	
	14	Investment Risk Interrogatories	1	EO	xxx	4/1	NAIC	
	15	Life Supplemental Data due March 1	1	EO	xxx	3/1	NAIC	
	16	Life Supp Statement non-guaranteed elements –Exh 5, Int. #3	1	EO	xxx	3/1	Company	
	17	Life Supp Statement on par/non-par policies – Exh 5 Int. 1&2	1	EO	xxx	3/1	Company	
	18	Life Supplemental Data due April 1	1	EO	xxx	4/1	NAIC	
	19	Long-term Care Experience Reporting Forms	1	EO	xxx	4/1	NAIC	
	20	Management Discussion & Analysis	1	EO	xxx	4/1	Company	
	21	Medicare Supplement Insurance Experience Exhibit	1	EO	xxx	3/1	NAIC	
	22	Medicare Part D Coverage Supplement	1	EO	xxx	3/1, 5/15, 8/15, 11/15	NAIC	
	23	Property/Casualty Supplement due March 1	1	EO	xxx	3/1	NAIC	
	24	Property/Casualty Supplement due April 1	1	EO	xxx	4/1	NAIC	
	25	Risk-Based Capital Report	1	EO	xxx	3/1	NAIC	G, H
	26	Schedule SIS	1	N/A	N/A	3/1	NAIC	
	27	Supplemental Compensation Exhibit	1	N/A	1	3/1	NAIC	F, O
III. ELECTRONIC FILING REQUIREMENTS								
	50	Annual Statement Electronic Filing	xxx	1	xxx	3/1	NAIC	
	51	March .PDF Filing	xxx	1	xxx	3/1	NAIC	
	52	Risk-Based Capital Electronic Filing	xxx	1	N/A	3/1	NAIC	
	53	Risk-Based Capital .PDF Filing	xxx	1	N/A	3/1	NAIC	
	54	Supplemental Electronic Filing	xxx	1	xxx	4/1	NAIC	
	55	Supplemental .PDF Filing	xxx	1	xxx	4/1	NAIC	
	56	Quarterly Statement Electronic Filing	xxx	1	xzx	5/15, 8/15, 11/15	NAIC	
	57	Quarterly .PDF Filing	xxx	1	xxx	5/15, 8/15, 11/15	NAIC	
	58	June .PDF Filing	xxx	1	xxx	6/1	NAIC	
IV. AUDIT/INTERNAL CONTROL RELATED REPORTS								
	71	Accountants Letter of Qualifications	1	EO	N/A	6/1	Company	
	72	Audited Financial Reports	1	EO	xxx	6/1	Company	P
	73	Audited Financial Reports Exemption Affidavit	0	N/A	N/A		Company	
	74	Communication of Internal Control Related Matters Noted in Audit	1	N/A	N/A	8/1	Company	
	75	Independent CPA (change)	1	N/A	N/A		Company	P
	76	Management's Report of Internal Control Over Financial Reporting	1	N/A	N/A	8/1	Company	P
	77	Notification of Adverse Financial Condition	1	N/A	N/A		Company	
	78	Request for Exemption to File	1	N/A	N/A	5/1	Company	
	79	Relief from the five-year rotation requirement for lead audit partner	1	EO	xxx	3/1	Company	P
	80	Relief from the one-year cooling off period for independent CPA	1	EO	xxx	3/1	Company	P
	81	Relief from the Requirements for Audit Committees	1	EO	xxx	3/1	Company	P
V. STATE REQUIRED FILINGS								
	101	Annual Premium Tax Return	1	0	1	3/1	State	F

102	Annual Statement Page 29, Direct Business in Nebraska	1	0	1	3/1	NAIC	Q
103	Annual Statement Schedule T Page (Page 36)	1	0	1	3/1	NAIC	Q
104	Comprehensive Health Insurance Pool	1	0	1	4/1	State	
105	Filings Checklist (with Column 1 completed)	0	0	0		State	
106	Fraud Contact Form	1	0	1	3/1	State	R
107	Holding Company Registration Form	2	0	N/A	5/1	Company	S
108	NE Small Employer Health Reinsurance Program	1	0	1	4/15	State	
109	Quarterly Premium Tax Return	1	0	1	4/15, 6/15, 9/15	State	F
110	Signed Jurat	xxx	0	xxx	3/1	NAIC	L
111	State Filing Fees	\$400	0	\$400	3/1	State	C

***If XXX appears in this column, this state does not require this filing, if hard copy is filed with the state of domicile and if the data is filed electronically with the NAIC. If N/A appears in this column, the filing is required with the domiciliary state. EO (electronic only filing).**

****If Form Source is NAIC, the form should be obtained from the appropriate vendor.**

Health		NOTES AND INSTRUCTIONS (A-K APPLY TO ALL FILINGS)	
	A	Required Filings Contact Person:	<p>Annual Statement & Related Supplemental Filings: James G. Nixon, Chief Examiner (402) 471-4734 Jim.Nixon@nebraska.gov</p> <p>Premium Taxes: Martha Hettenbaugh (402) 471-4671 Martha.Hettenbaugh@nebraska.gov</p>
	B	Mailing Address:	<p>Overnight Mail: Use street address Nebraska Department of Insurance 941 O. Street, Suite 400 Lincoln, NE 68508</p> <p>Postal Service Address: Nebraska Department of Insurance PO Box 82089 Lincoln, NE 68501-2089</p>
	C	Mailing Address for Filing Fees:	Same as above. See Premium Tax Return for additional fees.
	D	Mailing Address for Premium Tax Payments:	Same as above.
	E	Delivery Instructions:	All filings must be physically received by the Department no later than the indicated due date. If the due date falls on a weekend or holiday, then the deadline is extended to the next business day.
	F	Late Filings:	<p>Insurers who fail to pay any premium or retaliatory tax when due shall pay interest at the rate of 5 percent.</p> <p>A forfeiture of \$100 per day will be imposed for late filing of the Annual Statement, supplemental compensation exhibit, and other supplemental filings. In addition, the Director may suspend or refuse to renew the company's certificate of authority until such filings are made.</p>
	G	Original Signatures:	<p>Original signatures required on all filings from domestic companies.</p> <p>Original signatures required on the Actuarial Opinion Summary and Regulatory Asset Adequacy Issues Summary (RAAIS).</p> <p>Signatures should be in a colored ink that can easily be determined to be an original and not a copy.</p>
	H	Signature/Notarization/Certification:	<p>Most corporate records (Articles of Incorporation and By-laws) identify the Executive Corporate Officers. In most cases, this consists of the President, Treasurer and Secretary. The corporate records give the authority to these Executive Officers to operate the company and will define their duties/functions/responsibilities/obligations as well. The Jurat Page should reflect these Executive Officers. Since the Executive Officers are given the authority under corporate records, they should sign the Jurat Page of the statement. The Annual Statement instructions require that if these officers are incapacitated or not available due to a personal emergency, the company should contact the Department for direction as to who should sign the Jurat Page.</p> <p>RBC Jurat Page must contain same signatures as found on the Annual Statement Jurat Page.</p>
	I	Amended Filings:	Insurers must file amended items within 10 days of their amendment, along with an explanation of the amendments. If there are signature requirements for the original filing, same should be followed for any amendment.

J	Exceptions from normal filings:	Extensions, not to exceed thirty days, for filing the Annual Statement may be granted for good and sufficient cause. See <u>Neb.Rev.Stat. §44-322</u> .
K	Bar Codes (State or NAIC):	NAIC bar codes <u>must</u> be placed on appropriate filings. Please follow the instructions in the NAIC Annual Statement Instructions.
L	Signed Jurat:	See Note H
M	NONE Filings:	See NAIC Annual Statement Instructions.
N	Filings new, discontinued or modified materially since last year:	
O	Supplemental Compensation Exhibit	The Supplemental Compensation Exhibit is a <u>mandatory filing</u> for both foreign and domestic companies. See <u>Neb.Rev.Stat. §44-322</u> . The exhibit must be filed even if no salaries were paid by marking "NONE".
P	Audited Financial Statements	<p>N.A.C., Title 210, Chapter 56 – “Annual Audited Financial Reports” was amended with an implementation date of March 7, 2009.</p> <p><u>Checklist Line # 72:</u> §005.06 requires the Annual Audited Financial Report to include a reconciliation if there are differences between the audited statutory financial statements and the annual statement filed pursuant to <u>NEB.REV.STAT. §44-322</u>. This reconciliation needs to include a written description of the nature of these differences. The Department will consider the filing incomplete if there are differences and a reconciliation and descriptions are not included or inadequate. The reconciliation and descriptions need to make “all” changes fully and clearly understandable as to why the change was made and by what amount “each” line item was changed. This requirement applies to changes to both current year and prior year amounts. Also, the Department will expect correspondence from the Company disclosing whether they intend to amend the Annual Statement to agree with the audited changes.</p> <p><u>Checklist Line #75:</u> Designation & awareness letter only applicable when first subject to the Rule or if there is a change in independent CPA. Section 006.03 requires notification within 5 days if independent CPA is dismissed or resigns. A separate letter within 10 days should disclose any disagreements, followed by a response from the former independent CPA whether they agree.</p> <p><u>Checklist Line # 76:</u> “Management’s report of internal control over financial reporting” is required to be filed from insurers with annual direct written and assumed premiums ≥ \$500 million, excluding reinsured crop and flood. This requirement may be satisfied by filing a SEC Section 404 Report plus an addendum, as explained in Section 016.03. Insurers in any RBC level event or in a hazardous condition may also be required to file.</p> <p><u>Checklist Line # 79:</u> §007.04 allows an insurer to make application, at least 30 days prior to year-end, for relief from the five-year rotation requirement for lead audit partner.</p> <p><u>Checklist Lines # 79, 80, 81:</u> §007.04, §007.12 and §014.08 require that any approvals for relief from: the five-year rotation requirement for lead audit partner; the one-year cooling off period for independent CPA; and the requirements for audit committees be filed with the Annual Statement. Non-domestics need only file electronically with the NAIC.</p>
Q	Direct Business Page and Schedule T	Nebraska requires only 1 copy of the Direct Business Page for NE, and 1 copy of Schedule T for premium tax purposes. Please attach to the premium tax return.

	R	Fraud Contact Form	<p>The form can be submitted in hard copy with the premium tax return, or the company can complete the PDF form located at http://www.doi.ne.gov/fraud/fraudcon.pdf</p> <p>and e-mail the form to the Fraud Divisional e-mail account at DOI.FraudPrevention@nebraska.gov.</p>
	S	Holding Company Registration Statement	<p>Registration Statement: Send one hard copy to Terry Sindelar, Company Administrator and one electronic copy in PDF format to DOI.HoldingCompany@Nebraska.gov</p> <p>Dividend Notices: Electronic notices are to be sent to both Terry.Sindelar@Nebraska.gov and Jeff.Green@Nebraska.gov, followed by a hard copy mailed to the Director.</p> <p>Any questions, contact Terry Sindelar at Terry.Sindelar@Nebraska.gov or (402) 471-0373.</p>

**General Instructions
For Companies to Use Checklist**

Please Note: This state's instructions for companies to file with the NAIC are included in this Checklist. The NAIC will not be sending their own checklist this year.

Electronic Filing is intended to include filing via the Internet or filing via diskette with the NAIC. Companies that file with the NAIC via the Internet are not required to submit diskettes to the NAIC. Companies are not required to file hard copy filings with the NAIC.

Column (1) (Checklist)

Companies may use the checklist to submit to a state, if the state requests it. Companies should copy the checklist and place an "x" in this column when mailing information to the state.

Column (2) (Line #)

Line # refers to a standard filing number used for easy reference. This line number may change from year to year.

Column (3) (Required Filings)

Name of item or form to be filed.

The *Annual Statement Electronic Filing* includes the annual statement data and all supplements due March 1, per the *Annual Statement Instructions*. This includes all detail investment schedules and other supplements for which the *Annual Statement Instructions* exempt printed detail.

The *March .PDF Filing* is the .pdf file for annual statement data, detail for investment schedules and supplements due March 1.

The *Risk-Based Capital Electronic Filing* includes all risk-based capital data.

The *Risk-Based Capital .PDF Filing* is the .pdf file for risk-based capital data.

The *Supplemental Electronic Filing* includes all supplements due April 1, per the *Annual Statement Instructions*.

The *Supplemental .PDF Filing* is the .pdf file for all supplemental schedules and exhibits due April 1.

The *Quarterly Electronic Filing* includes the complete quarterly filing and the PDF files for all quarterly data.

The *Quarterly .PDF Filing* is the .pdf file for quarterly statement data.

The *June .PDF Filing* is the .pdf file for the Audited Financial Statements and Accountants Letter of Qualifications.

Column (4) (Number of Copies)

Indicates the number of copies that each foreign or domestic company is required to file for each type of form. The Blanks (E) Task Force modified the 1999 *Annual Statement Instructions* to waive paper filings of certain NAIC supplements and certain investment schedule detail, if such investment schedule data is available to the states via the NAIC database. The checklists reflect this action taken by the Blanks (EX4) Task Force. XXX appears in the "Number of Copies" "Foreign" column for the appropriate schedules and exhibits. **Some states have chosen to waive printed quarterly and annual statements from their foreign insurers and have chosen to rely upon the NAIC database for these filings. This waiver could include supplemental annual statement filings. The XXX in this column might signify that the state has waived the paper filing of the annual statement and all supplements.**

Column (5) (Due Date)

Indicates the date on which the company must file the form.

Column (6) (Form Source)

This column contains one of three words: “NAIC,” “State,” or “Company.” If this column contains “NAIC,” the company must obtain the forms from the appropriate vendor. If this column contains “State,” the state will provide the forms with the filing instructions (generally, on the state web site). If this column contains “Company,” the company, or its representative (e.g., its CPA firm), is expected to provide the form based upon the appropriate state instructions or the NAIC *Annual Statement Instructions*.

Column (7) (Applicable Notes)

This column contains references to the Notes to the Instructions that apply to each item listed on the checklist. The company should carefully read these notes before submitting a filing.