



October 15, 2012

CIRCULAR LETTER TO ALL MEMBER COMPANIES

**ATTENTION: Policy Data  
Reporting Personnel and  
PEEP® Users**

Re: CDX PEEP® Announcement

The Policy Entry and Edit Package (PEEP®) will be discontinued as a CDX (Compensation Data Exchange LLC) product effective December 31, 2014.

The ManagePolicy web application is currently available for data providers to use for the monitoring and correction of North Carolina policy data. In addition to the ability to view policy data, submission status, submission data and error reports, Manage Policy provides the following features:

1. Creation of WCPOLS transactions
2. Submission of ManagePolicy transactions for NCRB processing
3. Download of ManagePolicy transactions for import into other systems
4. Tools to manage and view errors across multiple submissions

A ManagePolicy User Guide, Training Guide and Getting Started Guide are available on the NCRB website. Go to [www.ncrb.org](http://www.ncrb.org), click the NCRB menu, then the Workers Comp menu and then Carrier. On the Workers Comp Carrier page, under the Manuals and Instructions section there are links to the ManagePolicy Guides.

Currently, ManagePolicy does not allow for the import of files. The Bureau recognizes the need to import as an important function of PEEP® and has plans to update ManagePolicy before December 31, 2014 to support the import function.

The attached communication provides additional details regarding the discontinuation of the PEEP® product.

If you have any questions, contact the Information Center at 919-582-1056 or [wcinfo@ncrb.org](mailto:wcinfo@ncrb.org).

Sincerely,

Sue Taylor

Director of Insurance Operations

ST:dms  
Attachment  
C-12-9



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**CDX Announcement**

**October 15, 2012**

TO: CDX PEEP Users

FROM: CDX Management

RE: PEEP – Policy Entry and Edit Package

Attention: CDX PEEP Users

CDX has decided that Policy Entry and Edit Package (PEEP) will no longer be available after December 31, 2014, because the program is cost prohibitive to maintain. Each Data Collection Organization (DCO) will independently determine if they will build a replacement product. Some DCOs have already developed such a product. It is recommended that you contact individual DCOs as necessary with any questions, concerns, or to obtain additional information. Each DCO will advise the industry as it determines its course of action.

Please note that only PEEP is being discontinued. This will have no impact on other CDX products such as Bureau Entry and Edit Package (BEEP). Direct file transfer of WCPOLS files through CDX will also be unaffected.