



General Instructions

1. The Assessment Base Factor Report (GA 1.6) must be completed and submitted no later than 30 days after it is posted to the WCB webpage by every active and inactive self-insured entity who have open claims from their period of self-insurance with paid indemnity during the stated fiscal year.
2. Questions about the form or process should be directed to WCBFinanceOffice@wcb.ny.gov.

Submit completed form via e-mail to: Assessments@wcb.ny.gov

Self-Insurer Information

1. The WCB Identification Number or "W Number" as assigned to the self-insurer when approved to self-insure.
2. The Name of the Self-insured Employer must be the full legal name of the employer approved to self-insure.
3. The FEIN, or Federal Employer Identification Number, should be reported for the self-insurer. If you do not know the FEIN number leave blank.
4. The full mailing address of the self-insurer.

Paid Indemnity

1. Paid Indemnity (gross) for the fiscal period stated. The payments are only for the claims that were incurred during the period of self-insurance. Paid indemnity includes the following:
 - Payments of compensation as defined in Section 2, subdivision 6 of the New York State Workers' Compensation Law in disability and death claims including advances, lump sum awards, Section 32 agreements, facial disfigurement awards, no-dependency death awards and funeral expenses.
 - Amounts paid in death and disability claims into the Aggregate Trust Fund.
 - Payments made by excess carriers directly to claimants on behalf of self-insured employers.
 - Do not include payments on claims subject to compensation acts of jurisdictions other than New York State.
2. Allowable reimbursements to be deducted from the gross paid indemnity include the reimbursements **received** during the fiscal year from Workers' Compensation Law Section 15 Subdivision 8 (Special Disability Fund); Section 25-a Subdivision 9 (Supplemental Benefits).

Do not include the following:

 - Reimbursements from an excess or reinsurance policy.
 - Third party lien recovers, or reimbursements of the insurer by the policy holder for applicable deductible amounts or for any reimbursements under Section 49-ee (loss of hearing).
3. The form will calculate the net paid indemnity that will be used for the 50-5 assessment.