



**BlueCross BlueShield of Illinois**

*Experience. Wellness. Everywhere.®*

# Required: Regulatory Information

Average Annual Number of Employees

Deadline for Response: November 16, 2011

October 10, 2011

Dear BCBSIL Customer,

The Affordable Care Act (ACA) requires that health insurance companies report their medical loss ratios (MLR) to the Department of Health and Human Services (HHS), and your assistance is needed to help us meet this requirement.

With respect to our group health insurance, the calculation of the 2011 MLR is based partially on employer size in 2010.\* Therefore, it is imperative that you report the average number of employees you employed on business days for each month during the 2010 calendar year.

To report your information, log into Blue Access for Employers<sup>SM</sup> (BAE) at [bcbsil.com/employer](http://bcbsil.com/employer) and complete the Regulatory Data Collection form. The deadline for providing this information is November 16, 2011.

Once you log into BAE, you can navigate to the form through the "Account Summary" on the Employer Home page and select the [Regulatory Data Collection – Complete by November 16, 2011](#) link.

New to BAE? Go to [bcbsil.com/employer](http://bcbsil.com/employer) and click on the [Learn how to register](#) link:

This data collection is for MLR purposes and separate from other data collection efforts. We expect that we will be required to collect similar information only on an annual basis.

Your partnership in completing this requirement is greatly appreciated. If you are not the right person to assist with this information, please forward as appropriate. If you have any general questions about this request or the form itself, please contact our call center at 855-756-4438, 8:30 a.m. to 5 p.m. CT, Monday through Friday. For BAE technical questions, please contact the BAE help desk at 888-706-0583, 7 a.m. to 10 p.m. CT, Monday through Friday, or Saturday, 7 a.m. to 3:30 p.m. CT.

Best regards,  
Blue Cross and Blue Shield of Illinois

\*If you are a start-up company, please provide your projected 2011 average number of employees. A start-up is a company that was not in existence at any time during 2010 (a merger or acquisition is not considered to be a start-up).