



## MEDICAL LOSS RATIO FORM

The Affordable Care Act (ACA) requires insurers, such as Blue Cross Blue Shield of North Dakota (BCBSND), to report information related to medical loss ratios (MLR) for large and small employer groups. MLR refers to the percentage of your premium dollars that an insurance company spends to provide health care and improve the quality of care, versus how much the company spends on administrative and overhead costs. ACA requires that insurers spend at least 80 cents of the individual and small group premium dollar and at least 85 cents of the large group premium dollar on health care services and health care quality improvement.

Because MLR is based on group size, we are asking you to indicate below whether your average number of employees for calendar year 2012 was 51 or more employees, or 50 or fewer employees. The ACA also requires us to identify instances where a sole proprietor and/or a spouse-employee are the only enrolled employees in a group, so we are asking for this information as well.

**ACA requires that you include full-time, part-time, temporary and seasonal employees who receive a W-2 form in your employee total.** Employees should be included in the count regardless of their eligibility to enroll in your group health plan. Independent contractors are not included in this count. Include all people employed at all companies within a controlled group or under common control under Internal Revenue code sections 414(b), (c), (m) or (o) whether or not the related or subsidiary companies have coverage with BCBSND. Your response to this ACA requirement will not change whether you are rated in a small group or large group.

You may already report your number of employees for other federal mandates; however, there may be differences in the requirements for each federal mandate. As a result, we are providing a sample chart below as a guide to determine your average number of employees for 2012.

Month 2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Average
FT Emp.	21	23	24	25	26	25	28	26	23	27	29	30	307	
PT Emp.	3	3	3	2	2	2	1	1	4	4	4	4	33	
Seasonal	1	1	1	0	0	0	0	0	59	69	33	0	164	
<b>Total</b>	25	27	28	27	28	27	29	27	86	100	66	34	504	42

You can find your average number of employees by dividing your total number by 12 or by the number of months you were in business in 2012. In this example, 504 divided by 12 equals 42.

Please complete and return this signed form in the enclosed postage-paid envelope with the other renewal items.

Group Name(s) \_\_\_\_\_ Group Number(s) \_\_\_\_\_

This company is a **sole proprietorship** and covered no employees other than the owner and /or spouse during calendar year 2012.

**If sole proprietorship does not apply, please check one box below:**

This company employed an average of 50 or fewer employees during calendar year 2012.

This company employed an average of 51 or more employees during calendar year 2012.

Authorized signature \_\_\_\_\_ Date \_\_\_\_\_

If you would like to complete this form online, go to: <https://www.bcbsnd.com/employers/forms/mlr>.  
Authorization Code: "2012 MLR Form"

If you would like to scan your completed form and return it via email, please send to: [MLRform@BCBSND.com](mailto:MLRform@BCBSND.com)