

4123-19-02 GENERAL PROCEDURES IN THE PROCESSING OF APPLICATIONS FOR INDUSTRIAL COVERAGE.

(A) To secure the initial quotation of rate and premium, the employer shall complete and return to the Columbus central office of the bureau of workers' compensation an application prepared by the bureau and entitled "Application for Classification of Industry and for Premium." Blank forms of this application will be mailed to the employer upon request to the bureau and such form(s) must be used in making such application.

(B) Upon receipt of the completed application as indicated under paragraph (A) of this rule, the bureau shall forthwith issue a premium advice and pay-in-order on the same, setting forth the classification, rate and thirty per cent of the eight months' premium security deposit of the applicant, not to exceed one thousand dollars and not less than ten dollars.

(C) Two copies of the premium advice and pay-in-order shall be forwarded to the employer.

(D) In the event the applicant has one or more employees and intends to become a state risk, then such applicant, upon receipt of the pay-in-order, shall immediately forward such pay-in-order together with the amount of money specified therein to the treasurer of state or to the bureau of workers' compensation

(E) The applicant's protection shall date from the time the payment of the premium security deposit is actually received by the treasurer, state of Ohio, or bureau, or the date the written binder of new coverage has been approved.

(F) Upon the receipt of the employer's premium security deposit, the accounting section shall issue forthwith to the employer a "Certificate of Premium" statement. Such statement shall certify to the employer that the employer has paid into the state insurance fund the premium due according to the law and the rules of the bureau, and that said applicant is entitled to the rights and benefits of said fund beginning from the date such insurance became effective, such date being inserted in this statement, for a period as indicated on the statement.

(G) Coverage that is extended to a person who in his household employs household worker(s) pursuant to section 4123.01 of the Revised Code does not include such person himself.

(H) Any employer who makes the semiannual premium payment at least one month prior to the last day on which such payment may be made without penalty shall be entitled to a discount at such rate as the bureau may from time to time declare.

Effective: 5/9/90

Prior Effective Dates: 6/30/74; 12/11/78; 11/26/79