

Raising your Actuarial IQ  
(Improving Information Quality)

	<hr/> <hr/> <h2>Raising Your Actuarial IQ (Improving Information Quality)</h2>
	<div style="border: 1px solid black; padding: 5px; text-align: center;"><p>CAS Data Management Educational Materials Working Party</p></div>

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	<hr/> <hr/> <h2><u>ANTITRUST Notice</u></h2>
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	<h3>Disclaimer</h3> <hr/> <hr/>
	<p>This presentation and the working party's other work products express the opinions of the members of the working party and not necessarily those of their employers or of the Casualty Actuarial Society</p>

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Raising your Actuarial IQ  
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	<p>Presenters</p> <hr/> <p><u>Moderator and Panelist:</u> <b>Robert Campbell</b> Assistant Vice President of Actuarial Services, Lombard Canada Ltd.</p> <p><u>Panelist:</u> <b>Aleksey Popelyukhin, Ph.D.</b> Vice President, Data Quality and Acquisition Services</p>
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	<p>AGENDA</p> <hr/> <ul style="list-style-type: none"><li>■ Introduction: how the “Actuarial IQ” paper came about</li><li>■ Data Life Cycle: quality in every step</li><li>■ Data Management Best Practices</li><li>■ Conclusion and where to go for more information</li></ul>
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	<p>AGENDA: Introduction</p> <hr/> <p>How the “Actuarial IQ” paper came about:</p> <ul style="list-style-type: none"><li>■ Should actuaries care about data quality?</li><li>■ Working Party formation</li><li>■ IDMA involvement</li><li>■ Working Party publications</li><li>■ The “Actuarial IQ” paper</li></ul>
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	<h3>2006 GIRO Data Quality Survey</h3> <hr/> <ul style="list-style-type: none"><li>■ GIRO is the General Insurance Research Organisation; the property &amp; casualty branch of the British actuarial profession</li><li>■ Formed a working party to explore the impact of data quality on actuarial work and to make recommendations</li><li>■ Working party's final report is "Dirty data on both sides of the pond" published in the Winter 2008 edition of the CAS <i>eForum</i></li></ul>
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	<h3>2006 GIRO Data Quality Survey</h3> <hr/> <ul style="list-style-type: none"><li>■ Working party conducted an informal survey in Britain, the U.S. and Canada</li><li>■ Two questions:<ol style="list-style-type: none"><li>1. What percentage of time is spent on data quality issues?</li><li>2. What proportion of projects are adversely affected by such issues?</li></ol></li></ul>
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	<h3>Survey Conclusions</h3> <hr/> <ul style="list-style-type: none"><li>■ Data quality issues have a significant impact on the work of general insurance (P&amp;C) actuaries:<ul style="list-style-type: none"><li>■ About a quarter of their time is spent on such issues</li><li>■ About a third of projects are adversely affected</li></ul></li></ul>
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# Raising your Actuarial IQ (Improving Information Quality)

	<h2>Working Party Formation</h2> <hr/> <ul style="list-style-type: none"><li>■ The closest thing to data quality on the CAS syllabus are introductions to statistical plans</li><li>■ The CAS Data Management and Information Committee realized that SOX and Predictive Modeling have increased the need for quality data</li><li>■ So they formed the CAS Data Management Educational Materials working party to find and gather materials to educate actuaries</li></ul>
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	<h2>IDMA Involvement</h2> <hr/> <ul style="list-style-type: none"><li>■ The working party began by contacting the Insurance Data Management Association (<a href="http://www.idma.org">www.idma.org</a>) for a shortlist of materials for a literature review</li><li>■ James Viverelli, Priscilla Williams and Moshe Hauben of IDMA provided the working party with a list of readings they felt would be particularly appropriate for actuaries</li><li>■ Gary Knoble of IDMA joined the working party to advise us as we reviewed the materials and developed our work products</li><li>■ Tom Nowak is our IDMA representative presenting today</li></ul>
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	<h2>CAS Data Management Educational Materials Working Party Publications</h2> <hr/> <ul style="list-style-type: none"><li>■ <b>Book reviews</b> of data management and data quality texts in the <i>CAS Actuarial Review</i> starting with the August 2006 edition</li><li>■ These reviews are combined and compared in "<b>Survey</b> of Data Management and Data Quality Texts," <i>CAS Forum</i>, Winter 2007, <a href="http://www.casact.org">www.casact.org</a></li></ul> <p><b>This presentation</b> is based on:</p> <ul style="list-style-type: none"><li>■ "<b>Actuarial IQ</b> (Information Quality)" published in the Winter 2008 edition of the <i>CAS Forum</i>: <a href="http://www.casact.org/pubs/forum/08wforum/">http://www.casact.org/pubs/forum/08wforum/</a></li></ul>
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	<h3>“Actuarial IQ” Introduction</h3> <hr/> <ul style="list-style-type: none"><li>■ “Introduction to Data Quality and Data Management” being written by the CAS Data Management Educational Materials Working Party</li><li>■ Directed at actuarial analysts as much as actuarial data managers:<ul style="list-style-type: none"><li>■ what every actuary should know about data quality and data management</li></ul></li><li>■ “Information quality” because data quality is affected by processes as well as coding</li></ul>
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	<h3>AGENDA</h3> <hr/> <ul style="list-style-type: none"><li>■ Introduction: how the “Actuarial IQ” paper came about</li><li>■ <b>Data Life Cycle: quality in every step</b></li><li>■ Data Management Best Practices</li><li>■ Conclusion and where to go for more information</li></ul>
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	<h3>Principles of Data Quality: Perspectives</h3> <hr/> <table border="0"><tr><td style="text-align: center;"></td><td>ASB – ASOP 23 – “Data Quality”</td></tr><tr><td style="text-align: center;"></td><td>CAS Management Data and Information Committee: “White Paper on Data Quality”</td></tr><tr><td style="text-align: center;"></td><td>Richard T. Watson “Data Management: Databases and Organization”</td></tr></table>		ASB – ASOP 23 – “Data Quality”		CAS Management Data and Information Committee: “White Paper on Data Quality”		Richard T. Watson “Data Management: Databases and Organization”
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	CAS Management Data and Information Committee: “White Paper on Data Quality”						
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	<h3>Data Quality Fundamentals: ASOP No. 23</h3> <hr/> <p>Due consideration to the following:</p> <ul style="list-style-type: none"><li>■ <b>Appropriateness</b> for intended purpose</li><li>■ <b>Reasonableness</b></li><li>■ <b>Comprehensiveness</b></li><li>■ Any known, material <b>limitations</b></li><li>■ The cost and feasibility of obtaining <b>alternative data</b></li><li>■ <b>The benefit</b> to be gained from an alternative data set</li><li>■ <b>Sampling methods</b></li></ul>
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	<h3>White Paper on Data Quality</h3> <hr/> <p>Evaluating data quality consists of examining data for:</p> <ul style="list-style-type: none"><li>■ <b>Validity</b></li><li>■ <b>Accuracy</b></li><li>■ <b>Reasonableness</b></li><li>■ <b>Completeness</b></li></ul>
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	<h3>Watson</h3> <hr/> <p>18 Dimensions of Data Quality:</p> <ul style="list-style-type: none"><li>■ Many overlap with previously mentioned principles.</li><li>■ Others describe ways of storing data e.g. Representational consistency, Precision</li><li>■ Others go beyond data characteristics to processing and management e.g. Stewardship, Sharing, Timeliness, Interpretation</li></ul>
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### What is Data Quality?

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- Quality data is data that is **appropriate** for its purpose.
- Quality is a **relative** not absolute concept.
  - Data for an annual rate study may not be appropriate for a class relativity analysis.
  - Promising predictor variables in Predictive Modeling may not have been coded or processed with that purpose in mind.

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Step 0  
Data Requirements

Step 1  
Data Collection

Step 2  
Transformations Aggregations

Step 3  
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Step 4  
Presentation of Results

Final Step  
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### Data Flow

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Information Quality involves **all** steps:

- Data Requirements
- Data Collection
- Transformations & Aggregations
- Actuarial Analysis
- Presentation of Results

To improve Final Step:

- Making Decisions

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### Data Requirements

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- Data managers know this step well
- Actuaries receive no formal training in Data Requirements concepts or theories
- This creates an opportunity for you to partner with your data managers
- One bridge that you can build with your data managers is to ask them to review the available **metadata** with you

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# Raising your Actuarial IQ (Improving Information Quality)

Step 0  
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## Metadata

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Big help in describing Data Requirements – **Metadata!**

- Data that Describes the Data
- Key Data Management Tool
- Reduces Risky Assumptions

E.g., does CWP mean...  
     Closed with Payment?  
     Closed without Payment?

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## Example – Marital Status

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■ What is in the Marital Status Variable?

Marital Status		
	Frequency	Percent
Single?		
	5,053	14.3
	2,043	5.8
Married?	9,657	27.4
	2	0
	4	0
Polygamist?	M	2,971
	S	15,554
	Total	35,284
		100

Single / Separated?

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## Example: What is the Marital Status Variable?

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Example of Metadata

Marital Status Value	Description
1	Married, data from source 1, straight move of field ms_code
2	Single, data from source 1, straight move of field ms_code
4	Divorced, data from source 1, straight move of field ms_code
D	Divorced, data from source 2, straight move of mstatus
M	Married, data from source 2, straight move of mstatus
S	Single, data from source 2, straight move of mstatus
Blank	Marital status is missing

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## What is in Metadata?

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- Business Rules
- Data Processing Rules
- Report Compilation and Extraction Process
- Other

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## What is in Metadata?

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- Business Rules
  - Data Elements
    - Definition of Field, e.g.,
      - How Claims are Defined
      - How Exposure is Calculated
    - Format of Field
      - mm/dd/yyyy
      - #,##0.00
    - Valid Values and Interdependencies
      - Alpha Only
      - Driver = Yes and Age > 15

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## What is in Metadata?

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- Data Processing Rules
  - How Database is Populated
  - Sources of Data
  - Handling of Missing Data

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## What is in Metadata?

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- Report Compilation and Extraction Process
  - How Data is Selected or Bypassed
  - Fiscal Period
  - Accounting Date for Transactions
  - Actuarial Evaluation Date
  - Calculations
  - Mappings

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## What is in Metadata?

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- Other
  - Process Flow Documentation
  - Versioning

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## Why Actuaries Need Metadata

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- Can result in better analyses
- Can avoid being misinformed about data or what it represents
- Can identify if anything changed during the experience period
  - But only if
    - They ask to receive this
    - Actually compare metadata lists / files

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## Example of Metadata

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- Statistical Plans in the Property Casualty Insurance Industry
  - General Reporting Requirements
  - Data Element Definitions
  - Standardize Data to the Extent Possible

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## Data Collection

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- Data supplier management
  - Let suppliers know what you want
  - Provide feedback to suppliers
- Balance the following
  - Known issues with supplier
  - Importance to the business
  - Supplier willingness to experiment together
  - Ease of meeting face to face

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## Transformations and Aggregations

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- In this step data are put into standardized structures and then combined into larger, more centralized data sets
- "Actuarial IQ" introduces two ways to improve IQ in this step:
  - Exploratory Data Analysis (EDA)
  - Data Audits

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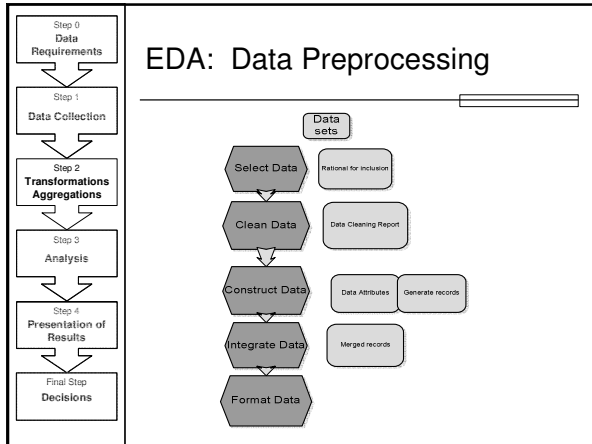
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# Raising your Actuarial IQ (Improving Information Quality)




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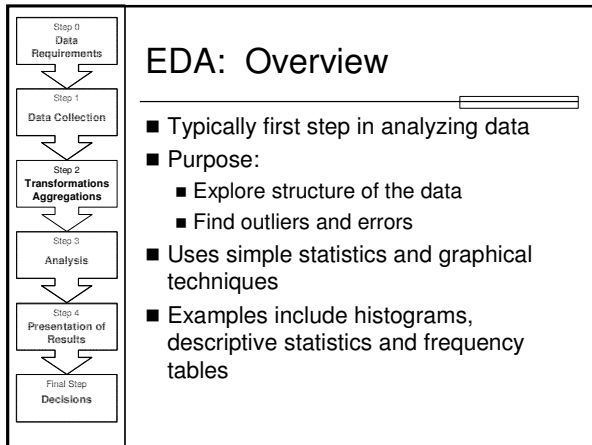
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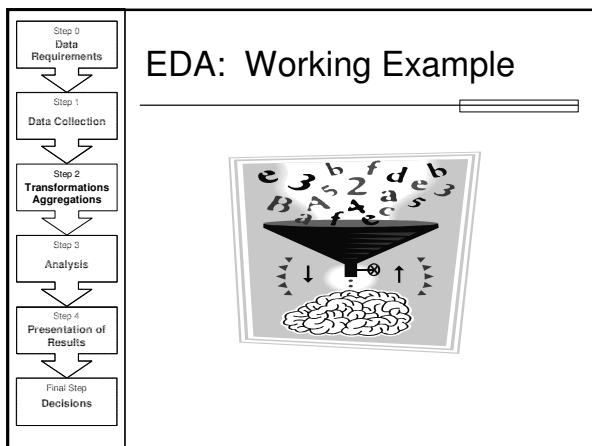
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## Data Audits

- ASOP No. 23 does not require actuaries to audit data, but should understand the process
- **Main Idea:** compare the data intended for use to its original source, e.g., policy applications or notices of loss
- **Accuracy:** follow a sample of statistical back to source documents
- **Completeness:** follow a sample of source documents (records) to the final report

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## Analysis Quality

**Models**

On its way to results data can be:

- **Rejected**
  - wrong Format
- **Underutilized**
  - wrong Model
- **Distorted**
  - wrong model
  - Parameterization

Analysis is a crucial component in the overall process quality

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## Model Quality

Section Agenda:

- Model design quality
- Implementation quality
- Testing and documentation

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## Model Quality

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- Model Design quality
  - Model Selection and Validation
  - Parameters Estimation
  - Verification
  
- Model Performance

*Did I use the right model ?*

*Did I use the model right ?*

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## Model Quality

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- Model Performance

Models predict observable events.

Outcomes can be compared to predictions leading to...

- Model Improvements
- Model Recalibration
- Model Rejection

leading to... higher process quality.

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## Model Quality

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Section Agenda:

- Model Design quality
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- Testing and Documentation

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## Model Quality

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- **Implementation quality**
  - Programming languages: C++, VBA, SQL  
many books on good design patterns
  - Formulae in a Spreadsheet - also programming  
no books on good design patterns
  - Need good software design to simplify:
    - Usage
    - Testing
    - Modifications / Improvements
    - **Recovery** ← (side benefit)

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Section Agenda:

- Model Design quality
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## Model Quality

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- **Testing and Documentation**
  - Validation  
black-box treatment: comparing results with correct ones...
  - Verification  
inside-the-box treatment: checking formulae...

1. Should be **integral** part of development
2. Should be performed **by outsiders**
3. Should be **well-documented**

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	<h3 style="text-align: center;">AGENDA</h3> <hr/> <ul style="list-style-type: none"> <li>■ Introduction: how the “Actuarial IQ” paper came about</li> <li>■ Data Life Cycle: quality in every step</li> <li>■ <b>Data Management Best Practices (from the IDMA)</b></li> <li>■ Conclusion and where to go for more information</li> </ul>
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<div style="text-align: center;"> <p>Step 0 Data Requirements</p> <p>Step 1 Data Collection</p> <p>Step 2 Transformations Aggregations</p> <p>Step 3 Analysis</p> <p>Step 4 Presentation of Results</p> <p>Final Step Decisions</p> </div>	<h3 style="text-align: center;">Actuarial Data Management</h3> <hr/> <div style="text-align: center;">  <p style="text-align: center;">Bridge between data requirements, data collection, data transformation and aggregation, and data usage</p> </div>
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<div style="text-align: center;"> <p>Step 0 Data Requirements</p> <p>Step 1 Data Collection</p> <p>Step 2 Transformations Aggregations</p> <p>Step 3 Analysis</p> <p>Step 4 Presentation of Results</p> <p>Final Step Decisions</p> </div>	<h3 style="text-align: center;">Critical Data Management Issues</h3> <hr/> <ul style="list-style-type: none"> <li>■ <b>Appropriateness</b> of the collected data elements for the related analyses</li> <li>■ <b>Quality</b> of the collected statistical experience for the related analyses</li> </ul>
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## Data Management Best Practices & Guiding Principles

1. Data must be fit for the intended business use:
  - Even high quality data when repurposed may result in lessened data quality
2. Data should be obtained from the authoritative and appropriate source:
  - Data should flow from underlying business processes – example, expecting claim adjusters to create injury diagnoses
  - Know your data sources and their data quality and data management processes

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## Data Management Best Practices & Guiding Principles

3. Common data elements must have a single documented definition and be supported by documented business rules:
  - B.I.: business intelligence, bodily injury, business interruption, ...
  - Incurred Loss: net as to deductible, net as to reinsurance, loss and expense, ...
4. Metadata must be readily available to all authorized users of the data:

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## Data Management Best Practices & Guiding Principles

5. Data standards are key building blocks of DQ. Industry standards must be consulted and reviewed before a new data element is created:
  - Common Insurance Terminology (i.e., provision vs. reserve; what is a claim)
  - Coverage and Forms (i.e., motor vs. auto insurance)
  - Process Standards: Application Forms, Report of Injury or Claim, Licensing, etc.

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# Raising your Actuarial IQ (Improving Information Quality)

Step 0  
Data Requirements

Step 1  
Data Collection

Step 2  
Transformations Aggregations

Step 3  
Analysis

Step 4  
Presentation of Results

Final Step  
Decisions

## Data Management Best Practices & Guiding Principles

- Solvency Standards – greatly impacting actuaries – Solvency II, RBC
- Data Exchange/Reporting Standards – external sources vs. internal data
- Data Quality Standards – industry DQ tools and report cards
- Data Element and Code List Definitions

The next slide illustrates Straight-Through Processing:

- The use of common, industry standard data elements, throughout all interactions of all parties, in all insurance transactions or processes.
- STP allows data to flow effortlessly through the industry without redefinition, mappings or translations.

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Step 0  
Data Requirements

Step 1  
Data Collection

Step 2  
Transformations Aggregations

Step 3  
Analysis

Step 4  
Presentation of Results

Final Step  
Decisions

## Benefits of Industry Data Standards

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Step 0  
Data Requirements

Step 1  
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Step 2  
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Step 3  
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Presentation of Results

Final Step  
Decisions

## Data Management Best Practices & Guiding Principles

6. Data should have a steward responsible for

- defining the data,
- identifying and enforcing the business rules,
- reconciling the data to the benchmark source,
- assuring completeness, and
- managing data quality.

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# Raising your Actuarial IQ (Improving Information Quality)

	<h2>Data Management Best Practices &amp; Guiding Principles</h2> <ol style="list-style-type: none"> <li>7. Data should be input only once and edited, validated, and corrected at the point of entry.</li> <li>8. Data should be captured and stored as informational values, not codes.</li> <li>9. Data must be readily available to all appropriate users and protected against inappropriate access and use.</li> </ol>
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<h2>AGENDA</h2> <ul style="list-style-type: none"> <li>■ Introduction: how the “Actuarial IQ” paper came about</li> <li>■ Data Life Cycle: quality in every step</li> <li>■ Data Management Best Practices</li> <li>■ <b>Conclusion and where to go for more information</b></li> </ul>	
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<h2>PWC 2004 Study</h2> <p><i>“The key is to understand the impact data is having on your business and do something about it.”</i></p> <p><i>“Data quality is at the core – if you improve your data you will directly impact your overall business results.”</i></p> <p><i>Global Data Management Survey 2004, PriceWaterhouseCoopers</i></p>	
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	<h3>Conclusions</h3> <hr/> <ul style="list-style-type: none"><li>■ Data Quality is a core issue affecting the quality and usefulness of the actuarial work products</li><li>■ Data Quality is not just about how data is coded: the phrase “information quality” is coined to emphasize that processes impact the quality of the final product</li></ul>
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	<h3>Conclusions</h3> <hr/> <ul style="list-style-type: none"><li>■ Ways to improve actuarial IQ discussed in the “Actuarial IQ” paper:<ul style="list-style-type: none"><li>■ Applying Data Quality principles</li><li>■ Defining and using Metadata</li><li>■ Measuring data quality to track progress and awareness of quality audit</li><li>■ Using Exploratory Data Analysis to identify outliers and explore the structure of a dataset</li><li>■ Testing the quality of actuarial models</li><li>■ Clarifying actuarial presentations and reports</li><li>■ Employing IDMA’s Data Management best practices</li></ul></li></ul>
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	<h3>Conclusions</h3> <hr/> <ul style="list-style-type: none"><li>■ Expanding actuaries’ DQ perspective:<ul style="list-style-type: none"><li>■ Data is a corporate asset that needs to be managed and actuaries can play a role</li><li>■ Data needs to be appropriate for all of its intended uses</li><li>■ Expand interpretation of data quality principles to support these broader perspectives</li></ul></li></ul>
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	<h3>References</h3> <hr/> <ul style="list-style-type: none"><li>■ <b>Actuarial Standard of Practice No. 23: Data Quality:</b> <a href="http://www.actuarialstandardsboard.org/pdf/asops/asop023_097.pdf">http://www.actuarialstandardsboard.org/pdf/asops/asop023_097.pdf</a></li><li>■ <b>CAS DMIC Data Quality White Paper:</b> <a href="http://www.casact.org/pubs/forum/97forum/97wf145.pdf">http://www.casact.org/pubs/forum/97forum/97wf145.pdf</a></li><li>■ <b>Insurance Data Management Association:</b> <a href="http://www.idma.org">www.idma.org</a></li></ul>
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	<h3>Author, Author...</h3> <hr/> <p>This presentation is a publication of CAS <b>Data Management and Information Educational Materials Working Party:</b></p> <ul style="list-style-type: none"><li>■ Keith P. Allen</li><li>■ Robert Neil Campbell, <i>Chairperson</i></li><li>■ Louise A. Francis</li><li>■ David Dennis Hudson</li><li>■ Gary W. Knoble</li><li>■ Rudy A. Palenik</li><li>■ Aleksey Popelyukhin Ph.D.</li><li>■ Virginia R. Prevosto</li><li>■ Lijuan Zhang</li></ul>
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	<h3>CAS Data Management Educational Materials Working Party Publications</h3> <hr/> <ul style="list-style-type: none"><li>■ <b>Book reviews</b> of data management and data quality texts in the CAS <i>Actuarial Review</i> starting with the August 2006 edition</li><li>■ These reviews are combined and compared in "<b>Survey</b> of Data Management and Data Quality Texts," CAS <i>Forum</i>, Winter 2007, <a href="http://www.casact.org">www.casact.org</a></li></ul> <p><b>This presentation</b> is based upon:</p> <ul style="list-style-type: none"><li>■ "<b>Actuarial IQ</b> (Information Quality)" published in the Winter 2008 edition of the CAS <i>Forum</i>: <a href="http://www.casact.org/pubs/forum/08wforum/">http://www.casact.org/pubs/forum/08wforum/</a></li></ul>
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