

### **NEW WORKERS' COMPENSATION CLAIM**

Complete the Employer's Report of Occupational Injury Form, LIBC 344 and fax (724-934-1609) or e-mail to [WC-Claims@mrtrust.com](mailto:WC-Claims@mrtrust.com). Please include the start time, time of injury, date of disability began, return to work date and all other information. Fax or e-mail any medical reports or work status slips to the MRM Trust's office.

Provide the injured employee with the PMOA information which is the prescription program provided to injured employees under workers' compensation.

If you have a panel of physicians, the injured employee is required to treat with a panel physician for the first 90 days of treatment. After the 90 days expires, he/she is able to treat with any physician of their choice. If you do not have a panel and would like to put one in place, please contact one of the adjusters listed below and they will assist you with contacting a medical case manager to put the panel together.

Workers' comp is based on a 7 day work week regardless if you work 7 days or not. Wage loss benefits start with the 8<sup>th</sup> day off. If the injured worker is off 14 days or more, wage loss benefits are retroactive to day 1.

Wage information will be requested for loss time claims. Wages requested will include all wages paid 1 year prior to the date of injury. We will send you the form to fill out and return to us. Any medical reports and/or work status slips received for the injury should be faxed the Trust's office upon receipt.

It is very important to notify the adjusters of the date that an injured worker returns to work so that the appropriate documentation is forwarded to the Bureau of Workers' Comp to stop benefit checks. We will file the documents with the Bureau on your behalf.

**Workers' Comp Claim Adjusters:**

Donna Cox-Bird - 724-934-1597

Meghan Bright-Graham - 724-934-1598

Shelby Fitzgerald - 724-924-1596