

WORKERS' COMPENSATION

Knowledge Article

What is Workers' Compensation?

Workers' Compensation is a benefit for employees who sustain an on-the-job injury, incident or exposure. Benefits may include, but are not limited to, payment of medical bills, prescription drugs, mileage reimbursement, management fees and indemnity benefits (wages).

I injured myself on the job, what should I do?

*Notify your supervisor and complete the Employee/Student Injury Incident Report (I&I) located here [UAMS Injury and Incident Report](#) . Call the Company Nurse Injury Hotline at **1-855-339-1893** to generate a Workers' Compensation claim.*

Where should I go for medical treatment?

The Company Nurse Injury Hotline will refer you to the appropriate care facility.

Do I have to call the Company Nurse Injury Hotline?

*Yes. Employees are required to call the Company Nurse Injury Hotline at 1-855-339-1893 **ONLY** when medical treatment is needed for on-the-job injuries.*

Will I be required to complete or sign anything after calling Company Nurse Hotline?

*Yes. The claim forms will automatically be generated after the phone call is made to Company Nurse Hotline and routed to (OHR) the Office of Human Resources. OHR will send the claim forms to the department. Signatures are required of the employee and supervisor. **Signed forms should be returned to OHR via email at WorkersComp@uams.edu or fax (501) 686-5386.***

Do I have to fill anything out, if I am NOT seeking medical treatment?

Yes. Complete the Employee/Student Injury and Incident Report (I & I). This can be found online at [UAMS Injury and Incident Report](#) .

Do I have to go to a UAMS designated doctor or can I go to my PCP?

Please go to the designated facilities for Workers' Compensation or you may risk your bill not being paid by the 3rd party carrier, Public Employee Claims Division (PECD). UAMS is under "Managed Care", which means UAMS designates the initial treatment facility for work related injuries. The designated treatment facilities are UAMS- Hospital ER, UAMS- Preventive Occupational and Environment Medicine Clinic (POEM) and UAMS Regional Programs clinics. If no Regional Program facility is available, the default resource is MCO Preferred Provider Organization (PPO) at www.usablemco.com/provider_directory/.

What if I need a return visit to the doctor?

The initial visit to see a physician will be communicated by the Company Nurse Injury Hotline. Should the employee need additional treatments for the same injury, the employee must contact their Claims Adjuster at Public Employee Claims Division (PECD), (501) 371-2700 for treatment authorization.

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Should every on-the-job injury be reported to the Company Nurse Injury Hotline?

*No. Only **WHEN** medical treatment is needed.*

The doctor wrote a prescription for me, what do I do?

The Temporary Prescription Form (TPF) will be provided when you seek treatment at the designated treatment facilities. If you are unable to obtain a TPF, please call Valerie Camper (501) 686-8982 (Last Name A-L) or LaToya Covington (501) 686-6552 (Last Name M-Z) in OHR for additional assistance.

What should I do if I receive medical bills at home for an injury I sustained at work?

Make sure you have called the Company Nurse Injury Hotline at 1-855-339-1893 to report the injury/incident and completed the Employee/Student Injury and Incident Report (I & I). Contact Valerie Camper (501) 686-8982 (Last Name A-L) or LaToya Covington (501) 686-6552 (Last Name M-Z) in OHR regarding your bill or send an inquiry to WorkersComp@uams.edu

What should I do when the doctor takes me off work for my injury?

*You are still required to follow your department's attendance policy by contacting your department to advise them of your absence. You will also be **required** to provide **documentation** to your department from your treating physician.*

Will I get paid for the days that I have missed from work?

Workers' Compensation benefits are not payable for the first seven (7) calendar days missed from work. This does not include the day of the injury. Workers' Compensation pays 66-2/3% of the employee's average weekly wages. Once compensability is established, the employee's department's timekeeper and OHR will collaborate to determine what the employee needs to be paid by UAMS to supplement the bi-weekly Workers' Compensation salary payments. Sick, Holiday, or Vacation time should be used, in this order, for days missed. You must discuss any missed time from work with your supervisor.

Does Workers' Compensation cover an employee's time off for doctors' appointments?

No. Workers' Compensation does not pay time off for doctor visits nor will it pay for physical therapy visits. Make sure the employee follows the UAMS policy related to absences for appointments. Workers' Compensation does pay mileage under some circumstances so the employee should track mileage for all appointments.

Does FMLA and Workers' Compensation run concurrently?

*Yes. Consequently, time missed due to an on-the-job injury will be deducted from the 12-week FMLA entitlement. Please review the **FMLA Policy, Administrative Guide 4.6.11.***

What happens to my medical insurance while I'm out on Workers' Compensation leave?

You may continue your insurance benefits while off work for your Workers' Compensation injury. As long as you are in a "pay status", your premiums will continue to be deducted and UAMS will continue to pay their portion. Once all leave has been exhausted and there are no funds available for premiums to be paid, you will need to call OHR, Employee Services at (501) 686-5650 to discuss your benefits and make payment arrangements in order to continue your benefits.

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Will I receive notification of the claim status from the carrier (PECD) when a claim is received?

The employee will receive written notification only if the claim is denied or when it is a lost-time claim (absent more than 7 days). Review the Workers' Compensation policy, Administrative Guide 4.1.08, regarding UAMS Policies and Procedures at <https://inside.uams.edu/compliance/uams-policies/>.

Will the Company Nurse Injury Hotline provide general health care advice?

No. This hotline is only for on-the-job injuries that need medical treatment.

Does the Company Nurse Injury Hotline cover locations outside of UAMS?

Yes. All UAMS employees can call this hotline for on-the-job injuries when medical treatment is needed.

Is the Company Nurse Injury Hotline my Workers' Compensation Insurance?

No. Public Employee Claims Division (PECD) is our third party administrator (TPA) and is responsible for the claims processing and plan administration.

What is the role of the UAMS Case Manager?

The case manager monitors all lost-time cases and coordinates ALL return-to-work situations for employees released to modified (light) duty.

Who do I contact in OHR if I have a question about Workers' Compensation?

Primary: Valerie Camper (501) 686-8982 (Last Name A-L) or LaToya Covington (501) 686-6552 (Last Name M-Z)

Email: WorkersComp@uams.edu

UAMS Case Manager: Donna Curtis (501) 603- 1665