

WORK INJURY INTAKE

First Name:	MI:	Last Name:		SS#:			
Mailing Address:		(City:	State:	Zip:		
Cell Phone:	May we s	send you text reminde	rs? Yes/No Home Ph	one:			
Email:		_ How did you hear ab	out us?				
DOB:// (Current Gender Identity:	□ M □ F □ Other:		Sex Assigned	d at Birth: 🗆 M 🗆 F		
Age: Marital Sta	tus: 🗆 Single 🛛 Married,	/Partnered 🗆 Divorce	ed 🗆 Widowed 🗆 O	ther:			
Children: 🗆 No 🗆 Yes	\Box Decline to answer, if <u>y</u>	<u>es</u> , how many children	: What are t	neir ages:			
Occupation:	Em	nployer:	Work Ph	ione:			
Emergency Contact Nan	ne:	Phone:		Relationsl	nip:		
May we send updates to	o your general medical pra	ctitioner? Yes/No Na	me & Clinic:				
In compliance with the gov	vernmental EHR incentive pro	gram and CMS requirem	ents, we ask the followi	ng:			
· · ·	nerican Indian or Alaska Nati ative Hawaiian or Pacific Islan			ecline to Answ	ver		
Ethnicity (select one):	□ Hispanic or Latino □ N	lot Hispanic or Latino	□ I Decline to Answer				
Preferred Language:	DECDONG						
If ye		SIBLE PARTY IN		Information	"		
•	ou are the responsible part nsible for patient's charge		•				
First Name:	MI:	Last Name:		SS#:			
Street Address:		City:	State:	Zip:			
Sex: 🗆 M 🗆 F DOB:	_// Age:	Cell:	Work Pho	ne:			
Employer:		Occupation:					
	PA	YMENT INFORM	IATION				
Please check the followi	ng payment methods that	apply: 🛛 🗆 Health I	nsurance 🗌 Time	e of Service (0	Cash)		
\Box This injury is related t	to a Work Injury 🛛 This in	jury is related to an au	to accident Date of	njury/Accide	nt://		
	ASSI	GNMENT AND R	RELEASE				
Scheduling an appointment reserves a time for you and no one else. If you happen to miss an appointment or need to re-schedule / cancel with less than 24 hours' notice, we will allow for 2 occurrences as we know unexpected circumstances arise. On the 3rd time, we will change you to "day of" scheduling and will no longer be able to pre-reserve appointments for you. This policy will be explained further if this should apply. Thank you for giving us 24 hours' notice if you are unable to come to a scheduled appointment .							
Learly understand and agree that all services provided will be charged directly to me and that I am personally responsible for payment. I agree to allow Falling Waters, LLC and/or provider to bill my insurance company as a courtesy and permit the release of medical records necessary to process my claims. I authorize Falling Waters, LLC to initiate a complaint to the Insurance Commissioner for any reason on my behalf. I authorize payments to be made directly to Falling Waters, LLC and/or provider for treatment rendered. I understand that co-payments and time of service fees are due at the time of service, I may receive an additional bill for services not covered by my insurance and any fees incurred by sending to collections will be added.							
Patient's Signature:	Parent or guardian signature	needed if patient under 18	Date:	mm / dd / yy	<i>yy</i>		
Falling Waters	55 NW Wall St., Ste #100	, Bend, OR 97703-3200	Phone: 541.389.4	321 Fax	: 541.389.4420 1/10		

CHIEF COMPLAINT FORM

Name

_____ DOB: _____ Today's Date: _____

Please list, describe, and indicate on the body diagram below, the primary reason(s) for your visit, in order of severity.

A Charles	A. J.	#1 Problem: When did it start? Was there any trauma inv If yes, describe:	olved?	NO				
		Are your symptoms: Constant Frequent Intermittent Occasional Would you describe it as (check all that apply): Deep Dull Achy Sharp Shooting Burning Stiff Tight Throbbing Numb Tingly Weak Other: How severe is it from 0 (none) to 10 (worst imaginable)? Better? 						
Please list any other symptoms yo Have you had any previous evalua								
Date Provider	Diagnostic Tests	Diagnoses/Findings	Treatment	Outcome				
When did it start?	#2 Problem:							
Are your symptoms: 🛛 Constan	t 🗆 Frequent 🗆 Ir	ntermittent 🛛 Occasiona	I					
Would you describe it as (check all t	• • • •		÷	•				
🗆 Tight 🛛 Throbbing 🗌 Nun								
How severe is it from 0 (none) to 10	· · · · · · · · · · · · · · · · · · ·							
What makes it worse?								
Please list any other symptoms yo Have you had any previous evalua		•	(if yes, please complete the fo					
Date Provider	Diagnostic Tests	Diagnoses/Findings	Treatment	Outcome				
What are your Goals for care? (check all that apply) ↑ Strength / Endurance ↑ Energy □ ↑ Energ								

REVIEW OF SYSTEMS									
Name: Today's Date:									
				ared to others in your age group		HEIGHT & WEIGHT If known, what is your:			
	1. Excellent		ann (compa Good	5. Poor)	THEIGHT & WEIGHT IJ KNOWN, What is your.			
	2. Very Good		air			Height: Weight:			
						, and leave blank if not applicable.			
FIC	ase mulcate any <u>curren</u>	-	<u>ist</u> sympt	onis of concern. Check a					
		Current Past	,		Current Past	Current			
		Curre	3		Curre Past	Cur			
1. GI	ENERAL		6.	GASTROINTESTINAL		10. URINARY			
Fe	ver/sweats			Appetite/diet change		Pain with urination			
	tigue		_	Constipation		Urinary urgency			
	inting/dizziness			Diarrhea		Incontinence			
	ills			Heartburn/reflux		Nighttime urination			
	cent/recurrent infections		_	Stomach pain/bloating		Urinary tract infections			
	explained weight loss/gain ficulty losing/gaining weight			Nausea/vomiting		Blood in urine Other:			
	her:		_	Belching or gas Bowel changes		Other:			
01		I		Hemorrhoids		IF APPLICABLE			
2. EY	YES / EARS / NOSE / THRO	DAT		Rectal bleeding		11. Do you <u>currently</u> , or have you in the			
	ss or change in vision			Jaundice (yellowing)		last 3 months experienced:			
He	aring loss or change			Ulcers		Menstrual cramps			
	nging/buzzing in ears		_	Other:		Irregular cycle			
	anges in smell					Breast soreness			
	ius problems		7.	MUSCULOSKELETAL		Pain with intercourse			
	anges in taste ice changes/loss		_	Multiple joint pain		Hot flashes Genital discharge			
	ouble swallowing		_	Joint swelling Limited mobility		Breast lumps/discharge			
	her:		—	Reduced muscle mass		Low libido			
01		I		Muscle weakness		Other:			
3. SK	XIN			Muscle spasm					
Dr	y skin			Other:		Are you currently pregnant? Y N			
	in rash/lesions		_			If yes, what is your due date?			
	ange in nails/hair		8.	PSYCHOLOGICAL					
Ot	her:			Personality changes		Total number of pregnancies:			
1 C/	ARDIOVASCULAR			Mood swings		Total number of hirthe			
	est pain			Poor concentration Poor memory		Total number of births:			
	egular heartbeat		_	Prone to stress		Have you reached Menopause? Y N			
	ld fingers/toes		_	Prone to depression					
	g or ankle swelling		_	Anxiety		IF APPLICABLE			
Le	g cramps			Anger/short temper		12. Do you <u>currently</u> , or have you in the			
Но	t/cold intolerance		_	Drug/alcohol abuse		last 3 months experienced:			
Ot	her:			Disordered eating		Erectile difficulties			
				Other:		Enlarged prostate			
	ESPIRATORY	1	9.	NEUROLOGICAL		Genital sores/lesions			
	ficulty breathing ronic cough		_ 9.	Numbness/tingling		Penile discharge			
	est congestion			Poor coordination		Other:			
	ep apnea			Balance problems					
	ergies	\neg	_	Muscle atrophy		OTHER CONCERNS NOT SPECIFIED?			
	thma/wheezing		_	Changes in speech					
Ot	her:			Other:					
			CE	RTIFICATE OF AUTHEN	TICITY				
1	hereby certify that the abo	ove inf	ormation	is true and correct within the	e best of my	knowledge.			
						Date:			
	Signature of Patient: Parent or guardian signature needed if patient under 18 mm / dd / yyyy								

HISTORY								
Name:	DOB: _	7	Foday's Date:					
HEALTH HISTORY								
Do <u>you</u> currently, or have you of Anemia Co Aneurysm De Arthritis Di Asthma En Bleeding disorder Ga Bronchitis Go Bursitis He		Liver dise pressure Lyme's di oressure Osteopor terol Pneumor Pancreati ched nerve Recurren	osis iia tis t sprains oid arthritis isorder	YES NO Sleep apnea Stroke Tendonitis Thyroid condition Torn muscle/tendon Tuberculosis Venereal disease Other: □ None				
Year Reason	Procedure(s)	Med/Supp	Dosage	Reason				
TRAUMATIC INJURY / ACCIDEN Year Trauma	TS	ALLERGIES Allergy		None Allergic Response				
SPECIAL TESTING (X-ray, CT, MRI, etc.) Image: Do you have a PRIMARY CARE PROVIDER? YES NO Year Test/Area Results Do you have a PRIMARY CARE PROVIDER? YES NO Image: Do you have a PRIMARY CARE PROVIDER? YES NO Image: Do you have a PRIMARY CARE PROVIDER? YES NO Image: Do you have a PRIMARY CARE PROVIDER? YES NO Image: Do you have a PRIMARY CARE PROVIDER? YES NO Image: Do you have a PRIMARY CARE PROVIDER? YES NO Image: Do you have a primary care provider YES NO Image: Do you have a primary care provider YES NO Image: Do you have a primary care provider YES NO Image: Do you have a primary care provider YES NO Image: Do you have a primary care provider YES NO Image: Do you have a primary care provider YES NO Image: Do you have a primary care provider YES NO Image: Do you have a primary care pri								
Aneurysm Co Arthritis De Bleeding disorder Di Cancer Ga	Has anyone in your immediate familysuffered from any of the following? (if yes, please circle)YESNOAneurysmColon cancerGoutIrritable bowel diseaseSkin conditionArthritisDepressionHeart disease/attackKidney stones/problemsStrokeBleeding disorderDiabetesHigh/low blood pressureOsteoporosisThyroid condition							
 Prolonged Sitting Prolonged Standing Light Labor Heavy Labor 	Prolonged Standing Awkward Positions Does pain impair your sleep? Image: Comparison of the standard position of the stan							
,	2 3 4 5 6 7 ? 15-30 30-60 60-90 90+ Low Moderate High	Coffee Alcohol Recreational Drugs Tobacco	None Ligh					
SMOKING STATUS: Never Smoked Former Smoker Occasionally Smoke Daily If smoking, start date: //								
	Parent or guardian signature nee	ueu ij putient under 18	m	m / dd / yyyy				

PROTECTED HEALTH INFORMATION DISCLOSURE

Name:

DOB: _____ Today's Date: ___

PLEASE REVIEW THE FOLLOWING CAREFULLY AS IT PERTAINS TO THE USAGE AND/OR DISCLOSURE OF PROTECTED HEALTH INFORMATION (PHI)

- My health information may be created or received by Falling Waters, LLC and may be in the form of written or electronic records, or spoken words. My health record may include information of my health history, health status, test results, diagnoses, treatments, procedures, prescriptions and similar types of health-related information.
- We may use health information about you to provide you with medical treatment or services. We may disclose health information about you to doctors, nurses, technicians, office staff, personnel or anyone who is involved in taking care of you and your health.
- I understand that I have the right to receive and review a written description of how Falling Waters, LLC will handle my health information. This written description is known as a Notice of Privacy Practices and describes the uses and disclosures of health information made and the information practices followed by employees, staff and other office personnel of Falling Waters, LLC and my rights regarding my health information.
- I understand the Notice of Privacy Practices may be revised periodically and my health information will not be disclosed unless I have given written consent. I understand a copy of the most recent version of Falling Waters, LLC's Notice of Privacy Practices will be posted in the reception area.

By signing this agreement I attest that I understand the information above. Our posted Privacy Health Information provides more detailed information about the usage and disclosure of your (PHI). You have the right to review and/or request a copy of this policy before you sign this consent.

Signed:	Date:	
Special Permission Request: I give my permission for Falling Waters, LLC to leave me telephone.	ssages regarding appointme	ents on my home/mobile
Signed:	Date:	
I give my permission to have messages regarding treatme partner, caregiver		nt status left with my spouse, Telephone #
Signed:	Date:	
This release will revoke by written permission only. I und Waters, LLC in order to revoke this release.	derstand that I must send a	written request to Falling

TREATMENT CONSENT, FINANCIAL POLICY & DISCLOSURE

Name:	DOB:	Today's Date:

Please read this agreement and sign at the end indicating that you have understood and agree to the following. Please feel free to ask any questions if you would like clarification or additional information.

- Information revealed during counseling and discussion sessions is confidential. Exceptions to this confidentiality include disclosure by you regarding intention to harm yourself or others. Your record and the information contained within it will not be disclosed to others unless you direct us to do so or unless the law authorizes or compels us to do so.
- All procedures and treatment interventions (medications, nutraceuticals, therapies, spinal manipulation, injections, minor surgical
 procedures, etc.) carry with them both risks and benefits. Risks include, but are not limited to injury, fracture, burns, worsening of condition,
 adverse reactions, stroke and/or death. Not receiving or accepting treatment recommendations also carries inherent risks, including but not
 limited to possible worsening of condition or disease progression, which may result in reduced quality of life and/or premature death. If
 unsure regarding a recommended treatment or procedure, there may be additional or alternative treatments available. Therefore, you are
 encouraged to ask questions if you would like additional information. No guarantees can be assured regarding the outcomes of any
 treatment(s) or procedure(s) recommended or performed.
- Fees are charged for professional services, and full payment with cash, check, or credit card is due at the time these services are rendered. Treatments, consultations (whether by phone, e-mail, or in the office), detailed correspondence on your behalf are examples of professional services.
- You are responsible for payment for office fees, treatments, and lab tests regardless of insurance coverage. As a courtesy, we provide insurance billing service; however, this is not a guarantee of payment and each insurance plan offers different levels of reimbursement and/or coverage for services. Many "preventive approaches" to healthcare are not covered by insurance plans. Any expense not covered by your insurance plan is your responsibility to pay in full. At your request, you will receive a detailed receipt to request reimbursement from your insurance carrier.
- If you have a serious health problem that requires immediate attention, you should call 911, or have someone take you to the nearest hospital emergency room. If you notice an adverse effect from one of the components of your health plan, you should discontinue it then call our office and inform the provider of your concerns.
- Treatments with other physicians or healthcare providers are not necessarily to be discontinued. Please let the doctor / provider know if you are being treated by other healthcare providers (Physicians, Counselors, Therapists, etc.). Consult your prescribing Doctor before discontinuing medications. It is your responsibility to disclose new injuries, symptoms, conditions, treatments, medications, supplements, surgeries or diagnostic procedures performed, as well as any changes in your symptoms, conditions, medications, supplements, contact information, or treatments by other providers between visits.
- You are welcome to bring a friend or relative to your visits if such companionship is comfortable to you. Only registered support animals are allowed to accompany you into the clinic.
- You are encouraged to ask questions on any health-related topic and to take an active role in your health care. Ours is a team approach, and treatment recommendations may involve encouraging you to make changes to your diet and lifestyle that can help you improve your level of health.
- Falling Waters, LLC is owned by Shawndi Stahl, PT, MPT, David McClintock, DC, and Amanda Guy whom have financial interest in its ancillary services. If you would prefer to have any ancillary services performed elsewhere we will assist you to make arrangements.

CERTIFICATE OF CONSENT

My signature below signifies my consent to treatment and assures that the contact information, health history, and other information that I have provided on my intake forms is complete and accurate. I have read, understand and agree to the information in this packet and my questions, if any, were answered to my satisfaction.

Signature of Patient: _		Date:	
	Parent or guardian signature needed if patient under 18	_	mm / dd / yyyy

Health care provider instructions

The worker **should** complete the worker section of this form for the following:

- First report of injury or disease
- Request for acceptance of a new or omitted medical condition ("Omitted" refers to a condition the worker thinks should have been included among the conditions accepted by the insurer.)
- Report of aggravation of original injury ("Aggravation" means the actual worsening of a compensable condition resulting from the original injury.)
- Notice of change of attending physician or nurse practitioner.* This means the new provider will be primarily responsible for treatment.
 Being primarily responsible does NOT include:

Being primarily responsible does NOT include:

- Treatment on an emergency basis
- Treatment on an "on-call" basis
- Consulting
- Specialist care (unless the specialist assumes complete control of care)
- Exams done at the request of the insurer or the Workers' Compensation Division

*Oregon nurse practitioners, chiropractic physicians, naturopathic physicians, and physician assistants must certify with the Workers' Compensation Division to treat workers' compensation patients and get paid.

After the worker has completed and signed Form 827, give the worker copies of Form 827 and Form 3283 (included with this packet) immediately.

The worker **should NOT** complete the worker section of this form if you choose to use it for the following:

- Progress report
- Closing report
- Palliative care request

(Palliative care makes the worker feel better but does not cure a condition. The worker must be in the workforce or in a vocational program to be eligible for palliative care.) The following are not palliative care:

- Prescriptions, prosthetics, braces, and doctors' appointments to monitor them
- Diagnostic services
- *Life-preserving treatments*
- *Curative care to stabilize an acute waxing and waning of symptoms*
- Services to a permanently and totally disabled worker

When requesting palliative care approval from the insurer, include the following in your request:

- Who will provide the care
- Modalities ordered, including frequency and duration
- How the need for care is related to the accepted conditions
- *How the care will enable the worker to continue current work or vocational training*

For these reports, you have the option of filing Form 827, submitting chart notes, or submitting a report that includes data gathered on Form 827.

Questions about name/address of insurer: 503-947-7814 or <u>WorkCompCoverage.wcd.oregon.gov</u> Questions about medical issues: Contact the medical resolution team at 503-947-7606 For health care providers: <u>www.oregonwcdoc.info</u>



Worker's and Health Care Provider's Report for Workers' Compensation Claims

WCD employer no.: DFIIONAL

Policy no .:

Ask the worker to complete this form ONLY for the four filing reasons in the worker's section; do not								Dept. Use			
Note		have the worker complete or sign fo	rm if thi	is is a progr		eport, c	losing	report, or palli	ative care	e request.	Ins. no.
•	Wor	ker's legal name, street address, and mailing address:	Languag	e preference:		Male/fe	emale	Social Security no	o. (see Fori	n 3283):	Occ.
ider			Claim no. (if known):			Date/time of original injury:			Nature		
Worker or provider			Date of	birth:	Occ	upation:			Last date	worked:	Part
or p	Pho	ne:									.
ker (Emp	loyer at time of original injury — name and street address:	Health in	isurance comp	oany r	ame and	phone				Event
/or			Workers' compensation insurer's name, address:					lress:			Source
5											
	Pho			(:f)			1				Assoc. object
		orker: Check reason for filing this form, answer of First report of injury or disease (Do not complete or sign if						ck here if you ha	wa mora i	than one io	ь П
		Have you injured the same body part before? Yes No			u ciun	,		cribe accident:	ave more	unan one jo	0.
		Request for acceptance of a new or omitted medica			isting	g claim	_				
Worker		Condition:									
ΓK	П	Notice of change of attending physician or nurse pr	actition	er			_				
0		Reason for change:					_				
		Report of aggravation of original injury (actual wor condition)	sening o	of a compens	sable						
		condition)									
		y signing this form, I authorize health care providers and other custodians of claim records to release levant medical records. I certify that the above information is true to the best of my knowledge and					Х				
		ef. (See back of form.)	le to the b	est of my kno	wieug	e anu	Wo	rker's signature		1	Date
	Pro	ovider: If worker initiated this report, give worke	r a copy	immediate	ely.						
	If t	If the worker filed this report for: To get the na									
		 First report of injury or illness – Send this form to th New or omitted medical condition – Attach chart note 		-					ithin	address of the insurer, call the Workers'	
		five days of visit.								Compensat	ion Division's
		 Change of attending physician or nurse practitioner – for the care and treatment of the above-named worker. 								Employer In 503-947-78	
		the date of first treatment. Check the following, if appli	_	_					, 	online:	
		• Aggravation of original injury – Sign this form and s								WorkCom wcd.orego	pCoverage.
	If f	iling for progress report, closing report, or palliative			x the	approp	riate l	oox below.			pplies of this
	Н	Progress report <i>OR</i> Closing report (See instruct Palliative care request – Complete remainder of form, exc			a nall	iative ca	re nlan	· state how care re	lates to)3-947-7627.
		the compensable condition, how care will enable worker to co									
er		Date/time of first treatment: Last date treated:		Was worker If yes, name			an inp	atient?	es 🗆 N	lo	
ŏ	a	Next appointment date: Est. length of further treat	ment:	Current diag			9-CM	codes:			
>0		Has the injury or illness caused permanent impairment?		M. J 11		Yes (da	(a)			(A ++= -1- 6:	- 1'
Provide			nown	Medically stationary?		No (ant	,	d date):		(Attach fin impairme	ndings of nt, if any.)
	b	Regular work (job at injury) a		start (date):			*				
		Work ability status: Modified work authorized fro						through (date, i			
		No work authorized from (date): through (date, if known): Chart note: Attach short notes to this form. The notes should ensitieally describe summtance should ensitie findinge: two of treatment: lab/y, ray a						b/x-ray resu	lts (if any):		
	Chart notes: Attach chart notes to this form. The notes should specifically describe: symptoms; objective findings; type of treatment; lab/x-ray resu impairment findings (if any, and note whether temporary or permanent); physical limitations (if any); palliative care plan (specify rendering provide frequency, and duration); if referred to another physician, give the name and address; surgery; and history (if closing report).										
	Prov	ider's name, degree, address, and phone: (print, type, or use sta	amp)					ginal and one copy ain copy for your r			
							—Cop	ies (include Form	3283) to w		
								nediately if initial of the technology techn			
	х						aggi	ravation claim, or on nding physician or	change of		827
		wider's signature Mark Davies, DC	Date					titioner	nuise		ULI

Notice to worker

Claim acceptance or denial

In most instances, you will receive written notice from your employer's insurer of the acceptance or denial of your claim within 60 days. If your employer is self-insured, your employer or the company your employer has hired to process its workers' compensation claims will send the notice to you. If the insurer or self-insured employer denies your claim, it will explain the reason for the denial and your rights.

Medical care

The health care provider must tell you if there are any limits to the medical services he or she may provide to you under the Oregon workers' compensation system.

If your claim is accepted, the insurer or self-insured employer will pay medical bills due to medical conditions the insurer accepts in writing, including reimbursement for prescription medications, transportation, meals, lodging, and other expenses up to a maximum established rate. You must make a written request for reimbursement and attach copies of receipts. Medical bills are not paid before claim acceptance. Bills are not paid if your claim is denied, with some exceptions. Contact the insurer if you have questions about who will pay your medical bills.

Payments for time lost from work

In order for you to receive payments for time lost from work, your health care provider must notify the insurer or selfinsured employer of your inability to work. After the original injury, you will not be paid for the first three calendar days you are unable to work unless you are totally disabled for at least 14 consecutive calendar days or you are admitted to a hospital as an inpatient within 14 days of the first onset of total disability.

You will receive a compensation check every two weeks during your recovery period as long as your health care provider verifies your inability to work. These checks will continue until you return to work or it is determined further treatment is not expected to improve your condition. Your time-loss benefits will be two-thirds of your gross weekly wage at the time of injury up to a maximum set by Oregon law.

Authorization to release medical records

By signing this form, you authorize health care providers and other custodians of claim records to release relevant records to the workers' compensation insurer, self-insured employer, claim administrator, and the Oregon Department of Consumer and Business Services. Relevant medical records include records of prior treatment for the same conditions or of injuries to the same area of the body. A HIPAA authorization is not required (45 CFR 164.512(I)). Release of HIV/AIDS records, certain drug and alcohol treatment records, and other records protected by state and federal law require separate authorization.

Caution against making false statements

Any person who knowingly makes any false statement or representation for the purpose of obtaining any benefit or payment commits a Class A misdemeanor under ORS 656.990(1).

Palliative care

Palliative care is care that makes you feel better, but does not cure you of an unwanted condition. You must be in the workforce, or in a vocational program, to be allowed to have palliative care.

The following are **not** palliative care:

- Prescriptions, prosthetics, braces, and doctors' appointments to monitor them
- Diagnostic services
- Life-preserving treatments
- · Curative care to stabilize an acute waxing and waning of symptoms
- Services to a permanently and totally disabled worker

If you have questions about your claim that are not resolved by your employer or insurer, you may contact:

(Si Ud. tiene alguna pregunta acerca de su reclamación que no haya sido resuelta por su empleador o compañía aseguradora, puede ponerse en contacto con):

Workers Compensation Division (División de Compensación para Trabajadores) P.O. Box 14480, Salem, OR 97309-0405 Salem: 503-947-7585 Toll-free: 800-452-0288 **Ombudsman for Injured Workers** (**Ombudsman para Trabajadores Lastimados**) 350 Winter Street NE, Salem, OR 97301-3878 Salem: 503-378-3351 Toll-free: 800-927-1271



A Guide for Workers Recently Hurt on the Job

How do I file a claim?

- Notify your employer and a health care provider **of your choice** about your job-related injury or illness as soon as possible. Your employer cannot choose your health care provider for you.
- Ask your employer the name of its workers' compensation insurer.
- Complete Form 801, "Report of Job Injury or Illness," available from your employer and Form 827, "Worker's and Health Care Provider's Report for Workers' Compensation Claims," available from your health care provider.

How do I get medical treatment?

- You may receive medical treatment from the health care provider **of your choice**, including:
 - Authorized nurse practitioners
 - Chiropractic physicians
 - Medical doctors
 - > Naturopathic physicians
 - ➢ Oral surgeons
 - Osteopathic doctors
 - Physician assistants
 - Podiatric physicians
 - > Other health care providers
- The insurance company may enroll you in a managed care organization at any time. If it does, you will receive more information about your medical treatment options.

Are there limitations to my medical treatment?

- Health care providers may be *limited* in how long they may treat you and whether they may authorize payments for time off work. Check with your health care provider about any limitations that may apply.
- If your claim is denied, you may have to pay for your medical treatment.

If I can't work, will I receive payments for lost wages?

- You may be unable to work due to your jobrelated injury or illness. In order for you to receive payments for time off work, your health care provider must send written authorization to the insurer.
- Generally, you will not be paid for the first three calendar days for time off work.
- You may be paid for lost wages for the first three calendar days if you are off work for 14 consecutive days or hospitalized overnight.
- If your claim is denied within the first 14 days, you will not be paid for any lost wages.
- Keep your employer informed about what is going on and cooperate with efforts to return you to a modified- or light-duty job.

What if I have questions about my claim?

- The insurance company or your employer should be able to answer your questions.
- If you have questions, concerns, or complaints, you may also call any of the numbers below:

Ombudsman for Injured Workers: An advocate for injured workers Toll-free: 800-927-1271 Email: <u>oiw.questions@state.or.us</u>

Workers' Compensation Resolution Section Toll-free: 800-452-0288 Email: <u>workcomp.questions@state.or.us</u>

Do I have to provide my Social Security number on Forms 801 and 827? What will it be used for? You do not need to have an SSN to get workers' compensation benefits. If you have an SSN, and don't provide it, the Workers' Compensation Division (WCD) of the Department of Consumer and Business Services will get it from your employer, the workers' compensation insurer, or other sources. WCD may use your SSN for: quality assessment, correct identification and processing of claims, compliance, research, injured worker program administration, matching data with other state agencies to measure WCD program effectiveness, injury prevention activities, and to provide to federal agencies in the Medicare program for their use as required by federal law. The following laws authorize WCD to get your SSN: the Privacy Act of 1974, 5 USC § 552a, Section (7)(a)(2)(B); Oregon Revised Statutes chapter 656; and Oregon Administrative Rules chapter 436 (Workers' Compensation Board Administrative Order No. 4-1967).