ELITE CLAIMS MANAGEMENT
Workers' Compensation Specialists

WORKERS' COMPENSATION
The Claims Process

Injury or Illness Occurs at Work

Immediately Notify Supervisor
Follow Employer's Reporting of Injuries/Illnesses Procedures

Your employer will give you a claim form (DWC 1). You must complete the top section and then return to your employer. Keep a copy for your records.

Within one day after you deliver the claim form, your employer must authorize medical treatment under industrial guidelines, to a maximum of $10,000, while investigating your claim.

If your employer does not give you a DWC 1 Claim Form, contact an Information and Assistance Officer at 800-736-7401.

Your employer will complete the DWC 1 Claim Form and will send a copy to you and to Elite Claims Management.

Within 14 days of the employer's date of knowledge of the injury, Elite Claims Management will send you one of three notices advising you of the status of your claim. The notice will advise if your claim has been Accepted, Delayed, or Denied.

If your claim is accepted you will receive appropriate benefits.

ACCEPTED

If your claim is delayed, an investigation can take up to 90 days. During the investigation, no benefits other than medical treatment will usually be provided. If you do not receive a final notice either accepting or denying your claim within 90 days, your claim will be presumed accepted.

DELAYED

If your claim is denied, contact an Information and Assistance Officer at 800-736-7401.

DENIED

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