

Injury Reporting Packet



Mt. Gilead Exempted Village School District

CareWorks

1-888-627-7586 | www.careworks.com

IMPORTANT NOTICE FOR WORKPLACE INJURIES

In the event of a work-related injury, please see one of the medical providers recommended by your employer listed below and follow these important steps:

- 1** Report the accident immediately to your Supervisor.
- 2** Select a medical provider from the following list for immediate care.*
- 3** For additional providers, call CareWorks from 8:00 a.m. – 5:00 p.m. at 1-888-627-7586.

In the event of a life threatening injury, seek the closest hospital emergency room regardless of physician network affiliation or BWC certification status.

PROVIDER LISTINGS FOR WORKERS' COMPENSATION

OCCUPATIONAL HEALTH

**Marion
Occupational
Health**
1050 Delaware Ave.
Marion, Ohio
(740) 383-7780

**Work Well at
Galion Hospital**
269 Portland Way South
Galion, Ohio
(419) 468-4841

HOSPITAL

Morrow County Hospital
651 W. Marion Road
Mount Gilead, Ohio 43338
(419) 946-5015



Mt. Gilead Exempted Village School District

145 North Cherry Street Mount Gilead, Ohio 43338
Employer Contact: Trevor Gummere @ (419) 946-1646, Ext. 5011

**Employees may receive treatment from any BWC certified provider.*

Workplace Injury. Take the Right Steps.

INJURED EMPLOYEE 4-STEP PROCESS

- 1 Immediately notify your employer.
- 2 Complete the first two sections of the “BWC First Report of Injury” form as completely as possible.
- 3 This “Injury Reporting Packet” contains a CareWorks I.D. card. Show this card to every medical provider that treats your work-related injury.
- 4 Then, seek treatment from a CareWorks* network provider.

EMPLOYER 2-STEP PROCESS

- 1 Complete the “Employer Info.” section of the BWC First Report of Injury form.
- 2 Fax completed form to CareWorks, toll-free, at 1-888-711-9284.

Call CareWorks to report the injury, toll-free, at 1-888-627-7586.

Or, report your injury over the Internet by visiting CareWorks’ Internet Injury Reporting Center at www.careworksmco.com.

Helping
Simplify
the First
Report of
Injury
(FROI)
Process

In emergency cases, injured workers should immediately notify their employer and seek treatment at the nearest medical facility.

*According to Health Partnership Program (HPP) **guidelines**, injured workers may seek treatment from any **BWC-Certified** medical provider.

CareWorks

1.888.627.7586
www.careworks.com



First Report of an Injury, Occupational Disease or Death

Tear off this sheet and return the completed form to your employer's managed care organization (MCO) or to your local BWC customer service office.

By signing this form, I:

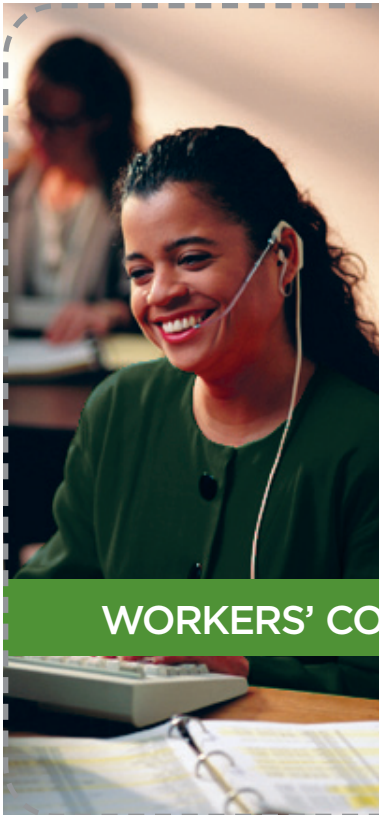
- Elect to only receive compensation and/or benefits that are provided for in this claim under Ohio workers' compensation laws;
• Waive and release my right to receive compensation and benefits under the workers' compensation laws of another state for the injury or occupational disease, or death resulting from an injury or occupational disease, for which I am filing this claim;
• Agree that I have not and will not file a claim in another state for the injury or occupational disease or death resulting from an injury or occupational disease for which I am filing this claim;
• Confirm that I have not received compensation and/or benefits under the workers' compensation laws of another state for this claim, and that I will notify BWC immediately upon receiving any compensation or benefits from any source for this claim.

WARNING:

Any person who obtains compensation from BWC or self-insuring employers by knowingly misrepresenting or concealing facts, making false statements or accepting compensation to which he or she is not entitled, is subject to felony criminal prosecution for fraud.

(R.C. 2913.48)

Form containing sections: Injured worker and injury/disease/death info., Treatment info., Employer info., and various fields for personal information, employer details, injury description, and medical treatment.



Your employer has selected CareWorks to medically manage its workers' compensation medical benefits. If injured at work, please follow these important steps:

- 1.** Immediately notify your employer and complete the BWC First Report of Injury (FROI) form and fax to CareWorks as quickly as possible, toll-free, at **1.888.711.9284**.
- 2.** If unable to notify your employer, please call CareWorks, toll-free, at **1.888.627.7586** to report your injury.
- 3.** Show this card to each and every medical provider that treats your workplace injury.

WORKERS' COMPENSATION MCO IDENTIFICATION CARD

CareWorks

FOR WORKERS' COMPENSATION INJURY MANAGEMENT ONLY

**Mt. Gilead Exempted Village School District
BWC Policy # 35910951-0**

Employer Contact: Trevor Gummere @ (419) 946-1646, Ext.5011

Attention Provider

You are required by Rule 4123-6-028 to report work-related injuries within 24 hours.

Attention Employee

This card is for information purposes only. This card is not a guarantee of coverage.

Send Medical Bills to:

CareWorks
P.O. Box 182726
Columbus, Ohio 43218-2726

Customer Service: 1-888-627-7586
Injury Reporting Fax: 1-888-711-9284
Prior Authorization Fax: 1-888-627-0074
Email: CWmedical@careworks.com
Internet : www.careworks.com



ACCREDITED
CASE MANAGEMENT

For prescription drug information, contact 1-800-OHIOBWC or visit www.ohiobwc.com.

CareWorks

KEY INFORMATION



Medical Management Information

FAX medical information to:

- 1-888-711-9284 (toll-free)

MAIL medical information to:

- CareWorks
P.O. Box 182726
Columbus, Ohio 43218-2726

Prior Authorization

- Fax C9 form to
1-888-627-0074 (toll-free)



Medical Bill Payment Information

Mail medical bills to:

- CareWorks
P.O. Box 182726
Columbus, Ohio 43218-2726

Billing Questions

- Call CareWorks Customer Service, toll-free, at
1-888-627-7586



Other Important Information

Prescriptions

- For questions regarding prescriptions, please contact BWC at 1-800-OHIOBWC or visit www.ohiobwc.com.

Provider Search and Injury Reporting

- Visit www.careworksmco.com for online injury reporting and provider searches.

5555 Glendon Court Dublin, Ohio 43016 | 6000 Lombardo Center, Suite 515 Cleveland, Ohio 44131 | 1-888-627-7586

www.careworksmco.com