



KEY INFORMATION FOR EMPLOYEES

What is Workers' Compensation?

Workers' compensation is a state-regulated insurance program that provides covered employees with income and medical benefits if they sustain a work-related injury or illness.

Workers' compensation pays your medical bills and replaces a portion of your lost wages if you are injured at work or have a work-related illness.

Who handles your Workers' Compensation claim?

Edwards Claims Administration (ECA)
1004 Marble Heights Drive
Marble Falls, TX 78654
830-693-2728
800-575-2657
830-693-2729 Fax
ECA does NOT have a Network

STEP 1: Select a Treating Doctor

You have the right to choose a treating doctor. However, not all healthcare providers take workers' compensation. You need to inform the health care providers before services are rendered that you are a workers' compensation claimant. Do not use your personal insurance. Inform the pharmacist before services are rendered that you are a workers' compensation claimant. Do not use prescription card or program. You should not have any out of pocket expenses for your workers' compensation claim. Please be aware that your pharmaceutical services dispensed within the first 7 days, for a workers' compensation injury are covered.

STEP 2: Your Medical Visit

1. Be sure to tell your doctor how you were injured, where you were injured and what body part(s) you injured no matter how insignificant they may seem to you.
2. Discuss your job duties and responsibilities with your health care provider. Before leaving the healthcare providers office, ensure you have a copy of your DWC-73 providing your 'abilities'.
3. If your doctor provided 'modified duties' which is Box B on the DWC-73:
*Ensure you completely understand what you can and cannot do both at work and at home.
*Communicate the modified duties with your employer.

If your doctor provided 'no return to work' which is Box C on the DWC-73 or your employer cannot accommodate your modified duties:

- *Communicate with your employer.
- *Communicate with your workers' compensation adjuster in regards to lost time from work, your adjuster needs to know when you are not working due to a work related injury.
4. It is expected that you attend all scheduled medical appointments

STEP 3: Communicate with Your Employer

Keep your employer informed about your recovery and abilities.

STEP 4: Communicate with Your Workers' Compensation Adjuster

You will be contacted by an adjuster with Edwards Claims Administration (ECA) upon receipt of your claim, and they will remain in contact with you throughout your claim. If you have not received a phone call, please contact them at the above number as soon as

possible. Should you have any questions, issues, or concerns regarding your claim or how workers' compensation works, please contact your adjuster at Edwards Claims Administration.

Keep your contacts handy:

<p>My Supervisor/Manager: Name: Phone:</p> <p>My ECA Claims Adjuster: Name: Phone: 800-575-2657 Ext. ____ Your Date of Injury: My Claim Number:</p> <p>My treating doctor and/or referral doctor: Name(s): Phone:</p>
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