

## **NOTICE: MEDICAL TREATMENT FOR YOUR WORK INJURY OR OCCUPATIONAL ILLNESS**

Your employer has selected a list of 6 or more physician and other health care providers who are available to treat your work related injuries and illnesses during the first 90 days of treatment. This list is posted at Allegheny College and a copy is attached to this form. If you are injured at work or suffer an occupational illness, you have certain legal RIGHTS and DUTIES under Section 306 (f.1)(1)(i) of the Workers' Compensation Act regarding your medical treatment. These rights and duties are summarized below:

### **MEDICAL TREATMENT: DURING THE FIRST 90 DAYS**

- You have the RIGHT to receive reasonable and necessary medical treatment for your work injury or occupational illness. Your employer must pay for the treatment, as long as the treatment is by one of the listed providers
- You have the RIGHT to choose which of the listed providers will treat you for your work injury or illness.
- You have the RIGHT to switch among any of the listed providers when you receive treatment; and if a listed provider refers you to a provider not on your employer's list, you have the RIGHT to receive treatment from the referral provider
- You have the RIGHT to receive emergency medical treatment from any provider. However, non-emergency treatment must be given by a listed provider.
- If a listed provider prescribes surgery for you, you have the RIGHT to receive a second opinion from any provider of your choice. If that opinion is different from the opinion of the listed provider, you have the RIGHT to choose which course of treatment to follow. If you choose the treatment prescribed in the second opinion, you must receive the treatment from a listed provider for a period of 90 days after the date of your visit to the provider of the second opinion.
- You have the DUTY to visit one or more of the listed providers for the first 90 days of treatment for your work injury or illness if you expect your employer to pay for the medical treatment you receive.
- If you seek treatment for your work injury or illness from a provider who is not on the list, your employer may not have to pay for this medical treatment during the 90-day period. Therefore, you should talk to your employer before seeking treatment from a provider who is not on the list.

**Important:** The requirements your employer must meet to have a valid list of at least 6 providers are shown on page 2 of this document. If the list does not meet the requirements, it is not a valid list and you have the right to seek medical treatment for your work injury or occupational illness from any health care provider of your choice.

### **MEDICAL TREATMENT AFTER THE FIRST 90 DAYS**

- You have the RIGHT to receive treatment from any physician or other health care provider of your choice, whether or not they are listed by your employer. Your employer must pay for this treatment, as long as it is reasonable and necessary for your work injury or occupational illness and has been properly documented by the physician or other health care provider.
- You have the DUTY to notify your employer if you receive treatment from a physician or other health care provider who is not listed by your employer. You must notify your employer within five days of the first visit to any provider who is not on your employer's list. The employer may not be required to pay for treatment received until you have given this notice.

**Your signature on this form indicates that you have been informed of and you understand these rights and duties. If you have questions, be sure you have your rights and duties explained to you before you sign.**

I HAVE BEEN INFORMED OF MY MEDICAL TREATMENT RIGHTS AND DUTIES WITH REGARD TO WORK-RELATED INJURIES AND OCCUPATIONAL ILLNESSES. THIS NOTICE WAS PRESENTED TO ME AT (check one)

☐ Time of hire    ☐ When I was injured    ☐ Other: \_\_\_\_\_

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employer Representative

\_\_\_\_\_  
Date

**REQUIREMENTS FOR EMPLOYER'S LIST OF HEALTH CARE PROVIDERS**

1. There must be at least 6 health care providers on the list, but there may be more than 6 listed
2. At least 3 of the health care providers on the list must be physicians.
3. No more than 4 of the health care providers on the list may be coordinated care organizations (CCOs)
4. The names, addresses, phone numbers and areas of medical specialties of all health care providers must be included on the list.
5. The health care providers on the list must be geographically accessible and must have specialties that are appropriate based on the anticipated work-related medical problems of the employees.
6. Your employer must specify on the list if any of the health care providers on the list are employed, owned or controlled by your employer or its workers' compensation insurance company.

**NOTE:** Your employer's list of health care providers must meet all of the above requirements. **IF** the list does not meet all of these requirements, you do not have to choose a provider from the list. Instead, you have the right to seek medical treatment with any health care provider of your choice.

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**QUESTIONS OR CONCERNS CALL THE FOLLOWING:**

SHARED SERVICES CLAIMS DEPARTMENT,  
1-800-641-6330 (long-distance calls inside PA)  
717-796-2200 (local and calls outside of PA)

BUREAU OF WORKERS' COMPENSATION HELPLINE INFORMATION CENTER:  
1-800-482-2383 (long-distance calls inside PA)  
(717) 772-4447 (local and calls outside PA)