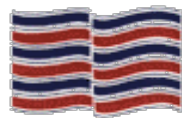




**U.S. ARMY NAF
WORKERS' COMPENSATION PROGRAM**

**WORKERS'
COMPENSATION**



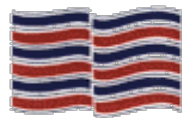
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CCSI WHO ARE WE?

- TPA – Third Party Administrator – payment of claims for the Department of Army
- Manager: Renee Davis
- Supervisor: Casey Brands
- Adjusters: Ryan Martin, Marc Laufer, Amber Mondello, Amanda Shaw
- Unit Clerk: Lisa Sewell



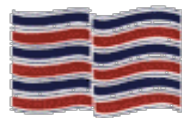
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WHAT DO WE DO?

- Administer your claims
- Complete the investigation
- Determine compensability
- Authorize medical treatment
- Pay compensation
- Work with the doctor's office to get the injured employee back to work



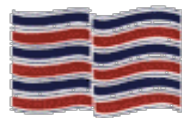
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WORKING TOGETHER

- Adjusters may contact supervisors/managers with questions regarding the injury
- Assist with getting injured employees back to work
- Notify HR when an injured employee is released to light duty with the hopes of getting them back to work



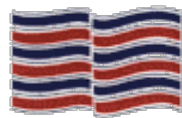
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COVERAGE

- Longshore Act - Longshore and Harbor Workers' Compensation Act; NAFI Act - Nonappropriated Fund Instrumentalities Act
- In June of 1952 Nonappropriated Fund Instrumentalities Act was passed by Congress to make provisions of the Longshore Act to include certain civilian employees of nonappropriated fund instrumentalities of the Armed Forces.



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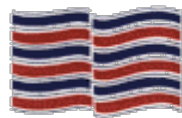
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ROLE OF THE DEPARTMENT OF LABOR - DoL

OWCP – Office of Workers’ Compensation Program

- 1) Oversees and ensures forms are filed timely
- 2) Ensures employees are compensated properly
- 3) Acts as an advocate to the injured employee
- 4) Conduct informal hearings and make recommendations when there is a dispute
- 5) Can issue an order approving settlements
- 6) Can assess fines for late filings
- 7) Can order and direct medical treatment / treating physician
- 8) Can issue subpoenas



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NOTICE OF INJURY

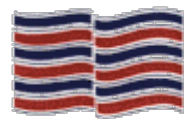
In accordance with the Act

- The EMPLOYER has 10 days to report the notice of injury to the Department of Labor (DoL) if the injury causes death or loss of one or more shifts of work.

PENALTY FOR LATE REPORTING IS UP TO \$23,426

- The EMPLOYEE has 30 days to report the injury

FAILURE TO REPORT TIMELY COULD RESULT IN DENIAL OF BENEFITS



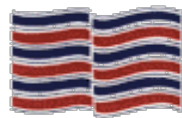
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IMPORTANCE OF TIMELY REPORTING

- When we receive the LS-202 timely, within 10 days of the report of the injury, it allows us:
 - a prompt investigation
 - faster care for the employee
 - compensable benefits to employees without delay



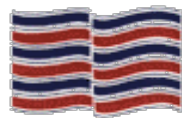
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WHAT DO YOU NEED TO DO?

- When you receive notice of an injury, complete the LS-202 online and give the employee their paperwork **IMMEDIATELY**
- Notify HR by e-mail when the LS-202 has been completed on the website so she can approve and submit to CCSI
- Gather any additional information that will help with the investigation to include witness statements



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FORMS



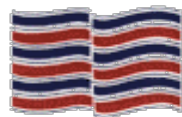
Forms Filed Electronically:

- LS-202 – Employer’s first report of injury
- LS-210 – Employer’s Supplementary Report of Accident or Occupational Illness

REMINDER: send HR an e-mail when forms LS-202 and LS-210 are completed within the CCSI Portal.

Forms Filed Manually – send to HR

- COP – Choice of Physician
- Benefit Option Form
- Medical Release
- LS-1



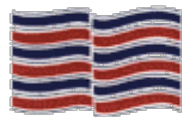
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LS-202 Employer's first report of injury

- Complete all fields of the LS-202 on the website
- Notify HR once the LS-202 is completed
- HR will review and approve the LS-202, which goes directly to CCSI
- Of importance, make sure the personal information (SSN, DOB, etc) is correct. We will rely on you for information regarding the injury to keep us in compliance with the DoL



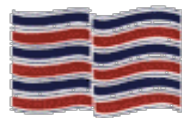
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LS-210

- This form is required when an injured employee has lost more than one shift of work and the information is not on the LS-202
- The date of injury is NOT included as a day of lost time
- The form is completed by the manager/supervisor, using the CCSI online system
- Notify HR once the LS-210 is completed on the website
- HR will review and approve the LS-210 and submit to CCSI

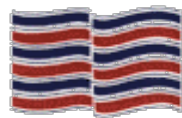


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QUESTIONS ON LS-202 or LS-210??



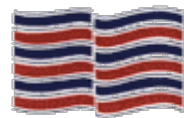
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Benefit Option Form

- If off work due to a work related injury, the injured employee can opt to take their leave and receive payment from Department of Army at 66 2/3% of their average weekly wage.
- When opting to take their leave, CCSI issues the compensation checks to the employee, but sends them to HR
- HR forwards to FM and has the employee endorse the check and retains it as buy back of their leave at 66 2/3%.
- OF NOTE: If they have no leave this is not an option



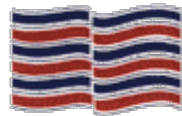
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Medical Release

- This form will allow us to obtain the injured employee's medical records
- We cannot require the injured employee complete the form; however failure to do so could delay benefits and we will be dependent on them to provide the medical records



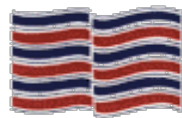
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COP – Choice of Physician

- The injured employee is entitled to their choice of doctor
- You cannot tell him/her who to choose, nor make a recommendation; the injured worker must be the one to complete the form



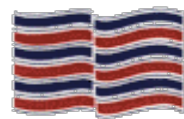
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LS-1

- This is a Department of Labor form that authorizes medical treatment
- This is ONLY for the initial visit within a few days of the injury and should be given ONLY if you are authorizing treatment and not questioning the injury
- The first page needs to be completed to include the choice of doctor – NEVER give a blank LS-1



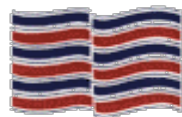
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Modified Duty Advisory - MDA

- When an injured employee is released to light duty, we will contact Supervisor or Manager/HR to see if light duty is available
- CCSI/HR contacts the supervisor or manager and in turn supervisor/manager will complete the modified duty advisory



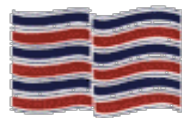
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BRINGING INJURED EMPLOYEES BACK TO WORK

- When an employee is released to return to work with restrictions or light duty work
 - ✓ Adjuster will contact Supervisor or Manager/HR to let them know
 - ✓ HR confirms with supervisor/manager to see if light duty is available
 - ✓ MDA is completed by supervisor/manager



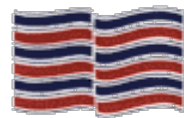
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BRINGING INJURED EMPLOYEES BACK TO WORK

- The sooner we get them back to work the sooner we are able to terminate benefits and **SAVE MONEY**
- The longer an employee is out the harder it is to get them back to work
- If light duty is available and the injured employee opts not to return to work, benefits are still terminated
- For temporary restrictions you can bring them back in any position
- For permanent restrictions it must be a valid job offer

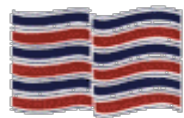


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QUESTIONS????



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