FOR YOUR INFORMATION

1) Transfer of care to another physician must be pre-authorized by Puget Sound Workers’ Compensation Trust.

2) Travel reimbursement must be pre-authorized by Puget Sound Workers' Compensation Trust.

3) Timeloss certification must be signed by a licensed physician. Physician assistants and advanced registered nurses (ARN) may also certify timeloss.

4) Certification must be obtained from your doctor prior to taking any time off work for your injury. Timeloss is not payable without his/her certification.

5) You may only treat with one physician unless you have multiple injuries requiring more than one specialist.

6) A Corvel Prescription Card will be mailed to you shortly for future prescriptions upon approval. In the interim when filling your prescription, please present the Corvel Pharmacy First Fill Letter (included with your online School District’s claim filing) to your pharmacy to avoid any out-of-pocket expenses.

7) For approval on durable medical equipment (DME) e.g. walking canes, orthopedic equipment, etc., please present the PMSI DME Program Card (included with your online School District’s claim filing).

8) If you pay any portion of your medical bill and it is directly related to your injury, the medical vendor is required to reimburse you and bill us.

9) When injured, you are entitled to treat with any physician that is in the Provider Network. To find an approved physician visit www.FindADoc.Lni.wa.gov.

10) When going to your doctor and physical therapy appointments during work hours, timeloss is not payable. You will need to use your sick leave benefits.

11) If you are asked to attend an Independent Medical Exam, scheduled by our office during work hours, you will be paid your regular salary during that time. You will only be paid for the time necessary for the exam. These exams usually take anywhere from one to two hours.