

Pleasantville Public Schools Workers' Compensation Information

Below you will find the necessary procedures for reporting all work related employee injuries.

- You must see the Nurse at the location of the incident or a site nearest to you, and notify your Supervisor. An incident reports will be completed and Qual-Lynx contacted if medical treatment is required.
- If injury occurs after school and a Nurse is not on duty, contact Qual-Lynx at 1-800-425-3222, and notify your Supervisor.
- In the event of an extreme emergency call 911 if no other healthcare professional is available. In any case you must see the School Nurse immediately following the incident and your supervisor must be notified by you.
- Qual-Lynx will coordinate the necessary care and provide instruction on authorized care facilities and provide you with information regarding appointments.
- Never give your personal health insurance information for workers compensation claims.

If further information or clarification is needed
contact Diane Gresham at 383- 6800 ext. 4122

What to do if you get **HURT** on the job.

For injuries not requiring immediate medical attention (non-emergency)

Report the injury to your supervisor and contact Qual-Lynx directly by calling

1-800-425-3222

ALL shifts - 24/7

Qual-Lynx has an On-Call nurse for after hour assistance.

In case of an *emergency* go to the nearest emergency room or call



Tell your employer as soon as possible (within 24 hrs.)

A Qual-Lynx Nurse Case Manager (NCM) will be assigned to your claim.

The NCM will:

- ◆ Be in regular contact with you to answer all questions pertaining to your treatment.
- ◆ Authorize, direct and monitor your medical treatment.

A Claim Adjuster will also be assigned to your claim.

The Adjuster will:

- ◆ Answer any questions you have regarding your workers' compensation benefits.
- ◆ Authorize payments of related provider bills and indemnity wages.
- ◆ Answer any additional questions related to your claim.



Do not go to your own private doctor or chiropractor for a work related injury.

If you receive care before reporting your injury it may affect your workers compensation

FREQUENTLY ASKED QUESTIONS

What is Workers' Compensation?

Under New Jersey Workers' Compensation Law the employer has the right to direct all medical treatment for an injured worker. The employer pays for the medical cost and lost wages due to a job-related injury. The injured worker does not pay for any medical treatment and is not responsible for any deductible or co-pay for related services.

What is workers' compensation managed care?

A Workers' Compensation Managed Care Organization (WCMCO) manages the utilization of care and selects providers of medical services for the injured worker.

Who pays the medical bills?

If you are injured due to job related activities your employer or its workers' compensation Third Party Administrator (TPA) will pay the bills. Qual-Lynx prepares the statement advising your employer/TPA the amount to be paid.

EMPLOYEE INFORMATION

What to do if you
get
HURT
on the job.



QUAL-LYNX
LINKING YOU TO QUALITY CLAIM SERVICES

800-425-3222



QUAL-LYNX
LINKING YOU TO QUALITY CLAIM SERVICES

PO Box 309
Piscataway, NJ 08855
Phone: 800-425-3222
Fax: 732-562-2815



QUAL-LYNX

**IF YOU GET
HURT
ON THE JOB.....**

**TELL YOUR EMPLOYER,
IMMEDIATELY AND CALL
QUAL-LYNX**

AT:

1-800-425-3222

**IN CASE OF AN EMERGENCY,
GO TO THE NEAREST HOSPITAL
OR MEDICAL FACILITY AND
TELL YOUR EMPLOYER WITHIN
24 HOURS.**