

## Program Sponsors



## Workers' Comp Claim Reporting

When an accident occurs, one of your primary responsibilities is to report it as soon as possible. Industry studies have shown that claims reported five days or later after they occur can cost 15% more for income replacement and medical than those that had been reported timely.

**The Comp Alliance has a claim reporting portal that you can sign up for by reaching out to Maria Luciano with your full name, title, phone number, and email address. Upon submission, you will be able to report and monitor claim status and receive an immediate claim number.**

We also have a dedicated email address for emailing first reports to us. Please email us your completed First Report of Injury (C-2F) at [wcreporting@wrightinsurance.com](mailto:wcreporting@wrightinsurance.com).

The Comp Alliance has a dedicated, toll-free claims reporting fax for you to use to report your claim. You can fax your completed First Report of Injury (C-2F) to us at (877)-567-5730. This fax is solely used for our members to report losses and should not be given out to injured employees or medical providers.

**If you have an accident that involves serious/catastrophic injuries, please call us immediately.**



Comp Alliance members can receive login credentials, more information and access instructions by contacting us today!

**Maria Luciano**

Asst. Vice President, Workers' Compensation Claims



## Steps for Timely Claim Reporting

- Confirm facts of the accident with the injured worker's supervisor.
- Determine return-to-work status. Will the claimant be out of work?
- Obtain medical treatment information.
- File a claim choosing one of the options below:
  - Use ATS RMIS (Risk Management Information Systems) Portal. Reporting by portal will allow you to receive a claim number instantly.
  - Complete the fillable C-2F and fax 516-794-5254.
  - Complete the fillable C-2F and email [wcreporting@wrightinsurance.com](mailto:wcreporting@wrightinsurance.com).

*If you are not enrolled in the portal program, please contact Maria Luciano at 516-357-4135.*
- Once received, please share the claim number with the injured worker so medical treatment may be obtained.
- Any additional forms (C-11, C-240, and C-107) requested by WRM should be returned as soon as possible.

*The employer may be penalized by the WCB if the claim or any subsequent forms are not filed timely with WRM.*

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**Maria Luciano**

Asst. Vice President, Workers' Compensation Claims