



## **DID YOU KNOW?...**

The Third Party Administrator handling your workers' compensation claim on behalf of your employer is:

**York Risk Services Group**  
P.O. Box 619079  
Roseville, CA 95661

**Your examiner is Marilyn Sutton**  
Phone: (909) 266-5794  
Fax: (866) 548-2637  
Email: [Marilyn.Sutton@yorkrsg.com](mailto:Marilyn.Sutton@yorkrsg.com)

In order to ensure you receive prompt and proper treatment it is important that you take an active role in your treatment. Until you receive a claim number you can use your Social Security number, date of birth, and date of injury for reference purposes. Below is some general information that may assist you with your medical care.

- **Medical Treatment:** Your employer participates in a Medical Provider Network (MPN). If you do not have a pre-designated physician on file with your employer, you must treat with a physician within the MPN. A list of physicians can be found at [www.eiampn.csac-eia.org](http://www.eiampn.csac-eia.org) or you may call 800.544.8150.
- **Pharmacy Card:** A few days from now you will receive a pharmacy card from **Express Scripts**. This card should be presented to the pharmacy when you drop off your prescription. If you encounter any issues, please contact your claims examiner.
- **Utilization Review (UR):** When your doctor makes a request for treatment, i.e., physical therapy, medications, etc., the request may be subject to UR, which means the request may need to be reviewed by another physician to determine whether the request is appropriate. By law, once we receive a valid request for treatment a determination must be made to approve, modify, delay, or deny the request within **five (5) working days**. If a decision is to delay a decision it is usually because additional information from your doctor is needed and will request the information and make a final determination within **14 calendar days** from the date of original request.
- **Work Status:** It is important that you provide your employer with any work status slips you receive from your doctor as soon as possible to ensure you are provided with proper benefits. When possible, your employer may offer you modified duty to accommodate any work restrictions you may have.
- **Please Note:** Workers Compensation Benefits are compensated **only when a doctor takes you off of work**. For this reason, it is best to try to schedule doctor follow ups and physical therapy appointments before or after work.

### **Other Important Information**

- In order to ensure you are eligible for all available benefits it is important that you complete a **claim form (DWC-1)** and return it to your employer.
- As stated above, it is important that you take an active role in your treatment. If your doctor advises you that he or she will be requesting treatment, **make sure to notify your examiner following your exam. This will help expedite your treatment.**
- **This is not a legal document. Additional information can be found in the Facts for Injured Workers.**