

Worker's Compensation Claims

Process of filing a Claim

1. All work-related injuries, needlesticks, occupational diseases or accidents involving Residents or employees must be reported to the Rutgers Healthcare Risk and Claims Management Department: (973) 972-6277 or rbhsriskmanagement@rbhs.rutgers.edu

2. An incident report must be filed by the resident and completed by their supervisor (e.g. Program Director).

To file a worker's compensation incident report, please follow these steps:

1. Go to myrehs.rutgers.edu, click on "REHS," and enter your NetID and password.
2. Click on "Accident Database."
3. Complete and save the incident report.
4. Complete "Investigation Page," save.

3. If emergency care is required the supervisor should arrange to have the resident or employee examined and treated at the nearest Emergency Room or Occupation Treatment Center, and the Rutgers Healthcare Risk and Claims Management Office should be contacted and made aware of this decision in order to avoid delay in processing and incorrect billing. (973) 972-6277, Email rbhsriskmanagement@rbhs.rutgers.edu

4. Upon either the completion of the incident report and/or the release from the ER, if additional treatment or monitoring is required, the resident must contact the Rutgers HealthCare Risk and Claims Management Office for the purpose of obtaining authorized medical care and follow up treatment. (973) 972-6277, Email rbhsriskmanagement@rbhs.rutgers.edu

Medical Bills Payment

If a Resident or employee receives a medical bill from the treating facility, doctors, or a collection agency the bill should be sent to the following:

Pennsylvania Manufactures Associates Insurance Company
P.O. Box, 5231
Janesville, WI 53547-5231
(888) 476-2669
www.pmacompanies.com

If the Resident receives a bill or notice from a collection agency and needs additional assistance the following individuals can be contacted:

Marian Balkum, balkumml@finance.rutgers.edu, (973) 972-6277
Kenneth Young, Assistant Director, youngke@finance.rutgers.edu, (973) 972-6617
Kim Yozgat, Chief Healthcare Risk Officer, yozgat@rutgers.edu, (973) 972-6277