

Dear Injured Worker,

This packet's intention is to help you understand the claim process. If you do not understand any aspect of the claim process you can contact our Workers' Compensation carrier NCAComp, Inc. at any time by calling their toll free number, (888)806-1109.

If your claim is determined to be compensable, it is NCAComp, Inc.'s job to help you obtain the treatment & services you may need as a result of your injury. They will work with you to return you to your pre-injury medical status and, in the event you lose time from work, to get you back to your job earning full wages as soon as possible.

Enclosed in the packet is the following:

- C-3.0 Employee Claim for Compensation (Return to local Workers' Compensation Board.)
- Instructions for how to fill out the C-3.0 form including a toll free number for assistance (Retain for your records.)
- Statement of Rights (Retain for your records.)
- C-3.3 Limited Release of Health Information (Return to NCAComp, Inc. in the enclosed envelope.)
- HIPAA Release (Return to NCAComp, Inc. in the enclosed envelope.)
- Prescription drug letter (Retain for your records & present to pharmacist.)
- DT-1 Notice That Claimant Must Arrange for Diagnostic Tests & Examinations Through a Network Provider (Retain for your records.)

In order to expedite the processing of your claim please sign the return the enclosed C-3.3 & HIPAA Release to NCAComp, Inc. By filling out the enclosed sheets you are not giving up any rights or payments due to you for your Workers' Compensation claim.

You should not pay any co-pays for prescriptions related to your Workers' Compensation case. A prescription card has been enclosed for you to take to the pharmacy of your choice. Please provide all information to the pharmacy with the attached card. If the pharmacy encounters any difficulty in processing your prescriptions, they should contact NCAComp, Inc. at (888)806-1109.

To ensure that all diagnostic procedures (MRI, EMG, CT Scans) are done timely NCAComp, Inc. has contracted with One Call Network. Please contact NCAComp, Inc. if your doctor is requesting one of these studies.

Please mail your Medical Authorization, any medical bills or medical reports to:

NCAComp, Inc.
14 Lafayette Square, Suite 700
Buffalo, NY 14203

Any person who knowingly and with intent to defraud an insurance company or other person files an application for insurance or statement of claim containing any material false information, or insurance statement of claim containing information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall be subject to a civil penalty no to exceed \$5,000 and the stand value of the claim for each violation.