1. Should you become injured on the job, compensation will be paid in accordance with the Pennsylvania Workers’ Compensation Act. **You must report all incidents to your supervisor immediately, complete an Incident Report and be seen at one of the Primary Care sites listed above.**

2. If continuing treatment is needed for the first ninety (90) days, you must continue to visit the provider in the Primary Care network or a Specialist physician on the panel listing. Should you desire to seek treatment during this period from another physician not listed on the panel, payment to such a physician by your employer may be jeopardized.

3. If you still need treatment after (90) days, you may continue to follow with the provider from the panel listed above. If you choose to seek treatment outside of the panel listing after ninety (90) days, you must advise Human Resources within five (5) days of your visit to such physician. That physician must file a report within ten (10) days of your first visit and at least once a month thereafter as required by the Pennsylvania Workers’ Compensation Act.

4. **Follow-Up Medical Appointments:** Employees who have returned to work may still need continuing medical treatment. Follow-up medical appointments must be scheduled on the employee’s own time before or after the work shift. If the facility does not provide appointments outside of the employee’s work shift, then the appointment must be scheduled at the beginning or the end of the employee’s work shift in coordination with the needs of the worksite. It is the employee’s responsibility to advise the provider’s appointment scheduler about the employee’s scheduling requirements.

5. **Follow-Up Therapy Appointments:** Employees who have returned to work, may need continuing therapy such as physical therapy, chiropractic, etc. After the initial evaluation, the continuous therapy appointments must be scheduled on the employee’s own time before or after the work shift. If the facility does not provide appointments outside of the employee’s work shift, then the appointment must be scheduled at the beginning or the end of the employee’s work shift in coordination with the needs of the worksite. It is the employee’s responsibility to advise the provider’s appointment scheduler about the employee’s scheduling requirements.

Your Employer’s Workers’ Compensation Third Party Administrator is:

**ALLIANT INSURANCE**
(Colonial Healthcare, Inc)
Telephone Number: 610-635-3308
(Revised 04/09)