

**CLARION UNIVERSITY OF PENNSYLVANIA
INTEROFFICE CORRESPONDENCE**

Office of Human Resources

DATE: October 2007

TO: New Clarion University Employees

FROM: Timothy P. Fogarty
Associate Vice President for Finance and Administration

SUBJ: Workers' Compensation

In the event of a work-related accident, Clarion University employees must use our designated Panel of Physicians for initial treatment services.

Under Pennsylvania Workers' Compensation law, each employer must establish a Panel of Physicians from which workers claiming injury or illness under the compensation program must choose their treating physician. Claimants are required to treat with the panel physician for a period of **ninety days** beginning with the first appointment/treatment. The employee is liable for payment for treatments, tests, etc., performed by or ordered by a non-panel physician. After the ninety-day period, the employee may transfer to any physician of their choice. However, **they must notify the Human Resources Office, Workers' Compensation Division, Phone #393-2235**, within five days of their first visit to each non-panel health care provider.

A copy of Clarion's panel listing is on the back of this memo for your convenience. Please keep it for future reference.

To ensure that all employees are aware of the ramifications of this law, **each employee must now sign a written statement of acknowledgment of rights and responsibilities under the workers' compensation program**. It is to be kept on file with the Human Resources Department as a part of each employee's personnel file. A copy of this statement is attached. Please sign and date it and return it to the Office of Human Resources, Room B-25 Carrier, as soon as possible.

NOTICE TO ALL EMPLOYEES - REMEMBER, IT IS IMPORTANT TO TELL YOUR EMPLOYER ABOUT YOUR INJURY

All work-related accidents must **immediately** be reported to your supervisor.

If you suffer a work-related injury, your employer is responsible for reasonable, necessary and related medical and surgical services, and orthopedic appliances and prosthesis, including training in their use.

In order to ensure that your medical treatment will be paid for by your employer during the first ninety days of treatment, you must select one of the providers listed below:

Chiropractors:	Dr. Richard K. Borland Salina Road Seneca, PA 16346 814-676-5709	General Practice (continued)	Dr. Brenton V. Long Dr. Mark Maire 515 S. Paint Boulevard Shippenville, PA 16254 814-226-6770
	Dr. Cheryl Crawford 42 South 7 th Avenue Clarion, PA 16214 814-226-5540	Neurology:	Dr. John M. Karian 150 Prospect Avenue Franklin, PA 16323 814-437-3005
	Dr. Kirk Chadwick 514 Main Street Clarion, PA 16214 814-226-4033	Optometrists:	Northwest Eye Associates 312 13 th Street Franklin, PA 16323 814-432-3916
	Dr. Richard H. Clark 420 Ninth Street Franklin, PA 16323 814-437-6808		Dr. Nelson R. Whiting East Main Street Clarion, PA 16214 814-226-4862
Dentists:	Dr. P. David Kerna 101 West First Street Oil City, PA 16301 814-676-1836	Orthopaedic:	Dr. Robert Armstrong West Penn Orthopaedics, Inc. RR3, Box 183 Clarion, PA 16214 814-226-1070
	Dr. James E. Knarr Dr. Kenneth J. Bondra 150 Prospect Avenue Franklin, PA 16323 814-437-5761		
General Practice:	Brooks Medical Arts, Inc. 180 Greenville Avenue Clarion, PA 16214 814-226-7651		Dr. William D. Fritz 181 Park Avenue Franklin, PA 16323 814-432-3149
	Dr. Stephen C. Cenedella 150 Prospect Avenue Franklin, PA 16323 814-432-4744		Dr. Steele Dr. Jurenovich 1263 Elk Street Franklin, PA 16323 814-437-2915
	Dr. Alfonse A. Emmolo 122 West First Street Oil City, PA 16301 814-676-8571	Psychiatric:	Dr. Kenneth Bill Jr. Dr. Mohammed M. Ismael Clarion Psychiatric Center Two Hospital Drive Clarion, PA 16214 814-226-9545

If you do not treat with one of the above providers, your medical bills will not be paid during the first thirty days of treatment.

CLAIMS ADMINISTRATOR

Inservco Insurance Services, Inc.
300 Penn Center Boulevard, Suite 800
PO Box 17260
Pittsburgh, PA 15235-0260
800-222-0355

WORKERS' COMPENSATION COORDINATOR

Human Resources Department
Workers' Compensation Division
Clarion University
Clarion, PA 16214
814-393-2235

