



## Who handles Worker's Compensation Illness and Exposure questions?

NorthStar's Benefits Team handles these incidents. See below for their contact information.

### **NorthStar Benefits Team**

**Phone:** 214-687-0890

**Phone (Toll-Free):** 1-888-659-1494

**Fax:** 214- 687-9699

**Email:** [northstar.benefits@northstaranesthesia.com](mailto:northstar.benefits@northstaranesthesia.com)

## What steps do I take if I am hurt, injured, or exposed at work?

Inform your manager **and:**

- Outside of Ohio - fill out an Injury Report Form AND an Exposure Incident Report Form and return your completed forms to NorthStar Benefits by fax or email using contact information above; or
- In Ohio – complete a First Report of an Injury Form and send it to Ohio's Bureau of Workers' Compensation at Fax:1-866-336-8352 OR fill out the Ohio form online at [www.bwc.ohio.gov](http://www.bwc.ohio.gov).

If you cannot get to these forms, reach out to [northstar.benefits@northstaranesthesia.com](mailto:northstar.benefits@northstaranesthesia.com) and they will be sent to you.

- These forms must be filled out to file a claim with our Worker's Compensation Insurance carrier. We cannot accept a hospital's incident forms.

## What is the process once the documentation is returned to Benefits?

Once your completed form(s) are received, a member of benefits will file your claim and you will then receive a message sent to your NorthStar email address with your claim number and assigned claim handler.

Your claim handler will reach out to you directly within two business days to discuss your claim.

## What do I do with my invoices/bills from my injury or exposure?

All invoices and medical documentation will need to be sent to your claim handler for processing. They will also provide you with in-network physicians to continue to receive treatment, if needed.

## Will I be paid for missed time due to a Work-Related injury or illness?

How you are compensated for missed time due to a Worker's Compensation injury or illness will depend on your state. You may take PTO if you miss work time but doing so is not required.