



What are my legal rights?

The Labor Code and the DWC Rules govern the rights and responsibilities of the employee, employer, and carrier and provide remedies in case of a dispute. As an employee:

- You are entitled to necessary medical care provided by a conveniently located doctor and hospital at a reasonable cost.
- You are entitled to an initial choice of doctors. You may make a request to change your doctor by contacting the DWC. A referral by your doctor to another doctor does not count as a second choice.
- You may be entitled to income benefits if you are unable to retain or obtain employment as a result of your injury.
- You may be entitled to partial compensation if an injury permits you to work, but at less than your regular wages.
- You may hire an attorney to represent you, if you so choose.
- You may get free advice from an Office of Injured Employee Council ombudsman by calling (800) 252-7031 or, if in Austin, (512) 933-1899. The ombudsman will handle all grievances and complaints arising from claims, and may recommend solutions to problems.

You may request that the DWC arrange a benefit review conference for you, a SORM representative, and the Workers' Compensation Division if there is a dispute about your claim.

Where can I get more information?

If you have questions about an injury or a claim, contact your agency's claims coordinator. You may contact the SORM claims adjuster assigned to your case if you need information that is not available from your claims coordinator.



State Office of Risk Management
P.O. Box 1377
Austin, Texas, 78711-3777
Telephone: (512) 475-1440
Toll-free: (877) 445-0006
www.sorm.state.tx.us

If you have other questions regarding your claim, you should contact:

Texas Department of Insurance
Division of Workers' Compensation
7551 Metro Center Drive, Suite 100
Austin, TX 78744-1609
Telephone: (800) 252-7031
or (512) 804-4000
Or the DWC office in your area



SORM

State Office of Risk Management



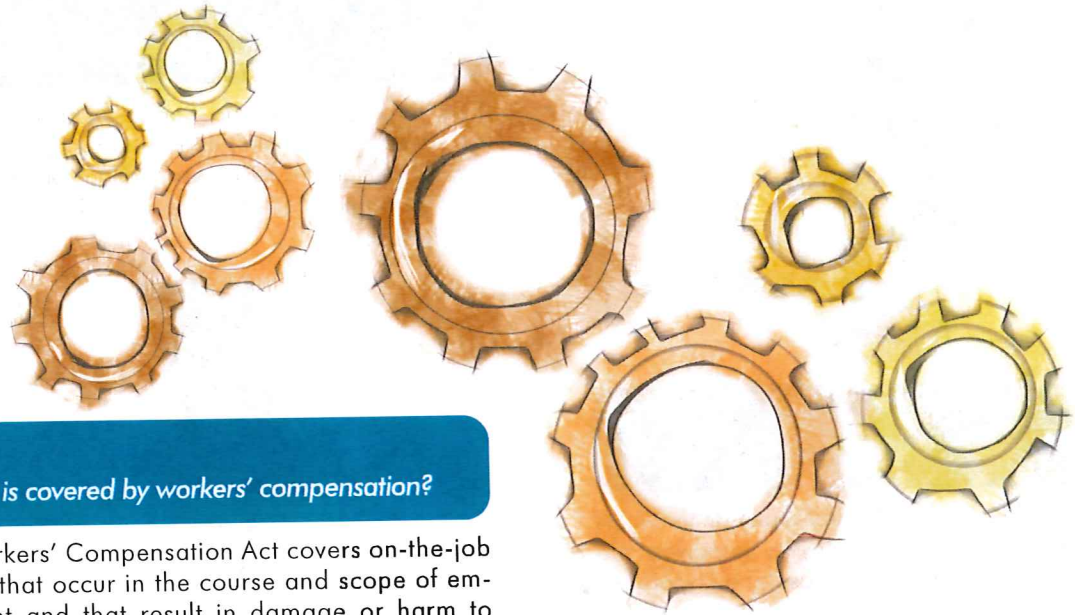
**WORKERS'
COMPENSATION
BENEFITS
FOR
STATE
EMPLOYEES**

WORKERS' COMPENSATION BENEFITS FOR STATE EMPLOYEES

What is the State Employees Workers' Compensation Program?

The State Employees' Workers' Compensation Program pays for medical treatment and lost wages for state workers who are injured or become ill as a result of their work. Coverage is provided at no cost and employees are not required to sign up for this coverage.

The State Office of Risk Management (SORM) serves as the state's insurance carrier for this benefit. The program generally provides coverage to persons in the service of the State of Texas whether by hire, election, appointment or as employees of Community Supervision and Corrections Departments.



What is covered by workers' compensation?

The Workers' Compensation Act covers on-the-job injuries that occur in the course and scope of employment and that result in damage or harm to the body. It also covers occupational diseases directly caused by exposure in the workplace. It can provide:

- Payment of doctor bills, hospital, medicine, ambulance, and other reasonable and necessary medical care;
- Weekly income benefits in the event income is lost as a result of your injury;
- and other benefits as appropriate

Weekly income payments are based on your average weekly wage during the 13 weeks prior to the injury. Maximum and minimum payments are established by statute, and while payments are almost always less than your full regular wages, your benefits are generally not subject to income tax.

Compensation payments are exempt from all liens except those for attorney fees, court-ordered child support, and recovery of state costs.

How do I file a claim for workers' compensation?

If you have an injury on the job, notify your supervisor, personnel office or agency claims coordinator immediately. You may lose coverage if your injury is not reported within 30 days after the injury occurs.

After receiving the Notice of Injury, our office will assign an adjuster to process your claim. You should contact the adjuster if you need information that is not available from your claims coordinator.

You must file a claim with the Texas Department Insurance's Division of Workers' Compensation (DWC) within one year of your injury. You must do so in order to preserve your legal rights in the event there is a dispute over benefits.

DWC will send you the proper form for filing. The Division's address is 7551 Metro Center Drive, Suite 100, Austin, TX 78744-1609, (512) 804-4000, or you may contact the nearest DWC field office.