



State of West Virginia Workers' Compensation Program

Quarterly Update – October 2013

The West Virginia Offices of the Insurance Commissioner is providing this quarterly update highlighting the status and key points of the SAWC workers' compensation program.

-  The 2nd installment of your FY2014 premium will be sent out in November 2013 with payments due by December 13, 2013.
-  The FY2013 policy year has ended and audits are being conducted by Zurich Insurance. Mr. Bob Pavlik has been in contact with all agencies concerning payroll reporting requirements. Please provide the requested information in a timely and accurate manner.
-  Please ensure that you provide a site code for each claim you report to Zurich. If you need your site codes by location, please contact us and we will provide the information immediately.
-  The FY2014 posting notice has been placed on the SAWC webpage. Please remove the old notice immediately and replace with the current notice located here: [FY2014 Posting Notice](#)
-  A Participation agreement has been placed on the SAWC website. This agreement outlines agency responsibilities and expectations. Please read this carefully and contact us if you have any questions or concerns. The agreement can be found here: [SAWC Participation Agreement](#)
-  The WVOIC has developed a webpage that includes claims manuals, policy information and important notices. The webpage is:
<http://www.wvinsurance.gov/SAWC.aspx>

-  The WVOIC maintains and updates contact and location information. If any changes are made, please notify us as soon as possible to ensure coverage is provided.
-  **Reminder:** Please report all claims within **24 hours** of notification but no later than 5 business days. Please encourage injured employees to use a provider within our CompNet managed health plan.

We'd like to commend the Department of Highways for providing instruction and examples of audit reporting processes to another agency. The cooperation and information sharing amongst agencies is much appreciated and serves as a reminder that we can all take part in ensuring this plan is a success for agencies and West Virginia employees.

The Department of Health and Human Resources and the Department of Military Affairs have worked extensively with the SAWC program manager and Zurich Insurance to implement an effective return to work program that is already seeing positive results and savings. The Dept. of Military Affairs agencies worked together to share information and resources that will ensure the return to work program will continue to be successful.

If you have any questions concerning your workers' compensation policy or if you would like information on how to reduce your workers' compensation claims, please contact Tom Judy at 304-558-6279 ext. 1127 or via email at Thomas.Judy@wvinsurance.gov.