



# Sedgwick Claims Kit Pennsylvania



P.O. Box 14779 | Lexington, KY 40512 | Toll Free: 866-738-9201 | Fax: 859-280-3275



**Dear Insured:**

**We would like to welcome you as a policyholder of Southern Insurance Company. Sedgwick is your Claims Administrator and we are pleased to be able to provide you with workers' compensation claims handling services. Please follow the below instructions for filing a new claim and note the claim kit attachment.**

*Where do I report a claim?*

- **Phone:** 855-728-5277 (855-7ATLAS7) OR;
- **Email:** [6200AtlasGeneralInsurance@sedgwickcms.com](mailto:6200AtlasGeneralInsurance@sedgwickcms.com) OR;
- **Fax:** 866-383-3296

*Where do I send my injured employee for medical treatment?*

- **Website:** [www.sedgwickproviders.com](http://www.sedgwickproviders.com)

*Sedgwick Claim Kit Attachments:*

- Employer Posting Notice (LIBC-500)
- Express Scripts First Fill Temporary Pharmacy Card

*Need a loss run?*

- **Email us:** [Lossruns@atlas.us.com](mailto:Lossruns@atlas.us.com)

*Have more questions?*

Visit Pennsylvania's Bureau of Workers' Compensation website at:

[http://www.portal.state.pa.us/portal/server.pt/community/workers%27\\_compensation/10386](http://www.portal.state.pa.us/portal/server.pt/community/workers%27_compensation/10386)

Or,

Contact the Atlas Customer Care Team @ Sedgwick - One of our friendly Client Services Associates will be happy to assist you.

- **Phone:** 866-738-9201
- **Email:** [AtlasTeam@Sedgwickcms.com](mailto:AtlasTeam@Sedgwickcms.com)

***We appreciate your business and believe that communication is critical for successful claims administration. We encourage you to contact us if you have any questions.***

[www.Atlas.us.com/claims](http://www.Atlas.us.com/claims)

**REMEMBER: IT IS IMPORTANT  
TO TELL YOUR EMPLOYER  
ABOUT YOUR INJURY**

The name, address and telephone number of your employer's workers' compensation insurance company, third-party administrator (TPA), or person handling workers' compensation claims for your company, are shown below.

**Employer Name:** \_\_\_\_\_ **Date Posted:** \_\_\_\_\_

**IF INSURED:**  
(Complete all applicable spaces)

**IF SOMEONE OTHER THAN INSURER IS  
HANDLING CLAIMS:**  
(Complete all applicable spaces)

Name of Insurance Company:

Name of TPA (Claims administrator):

Address:

Address:

Telephone Number: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Insurer Code: \_\_\_\_\_

**IF SELF-INSURED**  
(Complete all applicable spaces)

**IF SOMEONE OTHER THAN SELF-INSURER IS  
HANDLING CLAIMS:**  
(Complete all applicable spaces)

Name of person handling claims at  
the self-insured:

Name of TPA (Claims administrator):

Address:

Address:

Telephone Number: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Insurer Code: \_\_\_\_\_

Any individual filing misleading or incomplete information knowingly and with the intent to defraud is in violation of Section 1102 of the Pennsylvania Workers' Compensation Act, 77 P.S. §1039.2, and may also be subject to criminal and civil penalties under 18 Pa. C.S.A. §4117 (relating to insurance fraud).

**Employer Information  
Services**  
717.772.3702

**Claims Information Services**  
toll-free inside PA: 800.482.2383  
local & outside PA: 717.772.4447

**Hearing Impaired**  
toll-free inside PA TTY: 800.362.4228  
local & outside PA TTY: 717.772.4991

**Email**  
ra-li-bwc-helpline@pa.gov



*Auxiliary aids and services are available upon request to individuals with disabilities.  
Equal Opportunity Employer/Program*

# Workers' Compensation Temporary Prescription ID Card

## »» To the Injured Worker:

On your first visit, please give this notice to any pharmacy listed on the back side to speed processing your approved workers' compensation prescriptions (based on the guidelines established by your employer).

Questions or need assistance locating a participating retail network pharmacy? Call the Express Scripts Patient Care Contact Center at 1-866-590-5882.

## Atencion Trabajador Lesionado:

Este formulario de identificación para servicios temporales de prescripción de recetas por compensación del trabajador DEBERÁ SER PRESENTADO a su farmacéutico al surtir su(s) receta(s) inicial(es).

Si tiene cualquier duda o necesita localizar una farmacia participante, por favor contacte al área de Atención a Clientes de Express Scripts, en el teléfono 1-866-590-5882.

## »» To the Pharmacist:

Express Scripts administers this workers' compensation prescription program. Please follow the steps below to submit a claim. Standard claim limitations include quantity exceeding 150 pills or a day supply exceeding 14 days. This form is valid for up to 30 days from DOI. Limitations may vary. For assistance, call Express Scripts at 1-866-590-5882.

### Pharmacy Processing Steps

- Step 1: Enter bin number 003858
- Step 2: Enter processor control A4
- Step 3: Enter the group number as it appears above
- Step 4: Enter the injured worker's nine-digit ID number
- Step 5: Enter the injured worker's first and last name
- Step 6: Enter the injured worker's date of injury

### Express Scripts

ID #: \_\_\_\_\_

Your SSN is your temporary ID number; present to the pharmacy at the time prescription is filled. You will receive a new ID number shortly.

Date of Injury: \_\_\_\_\_  
MM/DD/YYYY

Group #: GJC6200 \_\_\_\_\_

Employee Date of Birth: \_\_\_\_\_

**Thank you** for using a participating retail network pharmacy. Even though there is no direct cost to you, it's important that we all do our part to help control the rising cost of healthcare.

*Please see other side for a list of participating retail network pharmacies.*

»» **To the Supervisor:** Please fill in the information requested for the injured worker.

### Employee Information

\_\_\_\_\_  
First M Last

\_\_\_\_\_  
Street Address or PO Box

\_\_\_\_\_  
City State ZIP

### Employer Name

\_\_\_\_\_



## Participating Retail Network Pharmacies

|                     |                  |                   |                |
|---------------------|------------------|-------------------|----------------|
| A & P               | Drug Emporium    | Major Value       | Schnucks       |
| Acme Pharmacy       | Drug Fair        | Marsh Drugs       | Scolari's      |
| Albertson's         | Drug Town        | Medic Discount    | Sedano         |
| Albertson's/Acme    | Drug World       | Medicap           | Shaw's         |
| Albertson's/Osco    | Eckerd           | Medistat          | Shop 'N Save   |
| Albertson's/Sav-On  | Econofoods       | Meijer            | Shopko         |
| Amerisource         | EPIC Pharmacy    | Minyard           | ShopRite       |
| Bergen              | Network          | NCS HealthCare    | Snyder         |
| Anchor Pharmacies   | FamilyMeds       | Neighborcare      | Stop & Shop    |
| Arrow               | Farm Fresh       | Network           | Sun Mart       |
| Aurora              | Farmer Jack      | Pharmaceuticals   | Super Fresh    |
| Bartell Drugs       | Food City        | Northeast         | Super Rx       |
| Bigg's              | Food Lion        | Pharmacy Services | Target         |
| Bi-Lo               | Fred's           | Osco              | Texas Oncology |
| Bi-Mart             | Gemmel           | P & C Food        | Srvs           |
| BJ's Wholesale      | Giant            | Markets           | The Pharm      |
| Club                | Giant Eagle      | Pamida            | Thrifty White  |
| Brooks              | Giant Foods      | Park Nicollet     | Times          |
| Brookshire Brothers | Hannaford        | Pathmark          | Tom Thumb      |
| Brookshire Grocery  | Harris Teeter    | Pavilions         | Tops           |
| Bruno               | H-E-B            | Price Chopper     | Ukrop's        |
| Carrs               | Hi-School        | Publix            | United Drugs   |
| Cash Wise           | Pharmacy         | Quality Markets   | United         |
| Coborn's            | Hy-Vee           | Raley's           | Supermarkets   |
| Costco              | Jewel/Osco       | Randalls          | Vons           |
| Cub                 | Kash n Karry     | Rite Aid          | Waldbaums      |
| CVS                 | Keltsch          | Rosauers          | Walgreens      |
| D&W                 | Kerr             | Rx Express        | Wal-Mart       |
| Dahl's              | Kmart            | RXD               | Wegmans        |
| Dierbergs           | Knight Drugs     | Safeway           | Weis           |
| Discount Drugmart   | Kroger           | Sam's Club        | Winn Dixie     |
| Doc's Drugs         | LeaderNet (PSAO) | Sav-On            |                |
| Dominicks           | Longs Drug Store | Save Mart         |                |



EXPRESS SCRIPTS®