

The following are the addresses for the NYC Law Department and the NYS Workers' Compensation Board.

The NYC Law Department Workers' Compensation Division  
350 Jay Street  
Brooklyn, NY 11201

**Supervisor of Claims:**

Eric Shenk 718-222-2157

**Claim Examiners:**

Last names beginning:

A-K: Chaiffa Wymes 718-222-2177

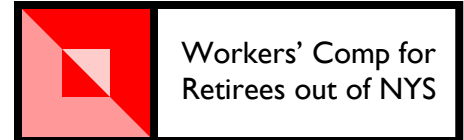
L-Z: Kim Lowers 718-222-2158

NYS Workers' Compensation Board  
PO Box 5205  
Binghamton, NY 13902-5205

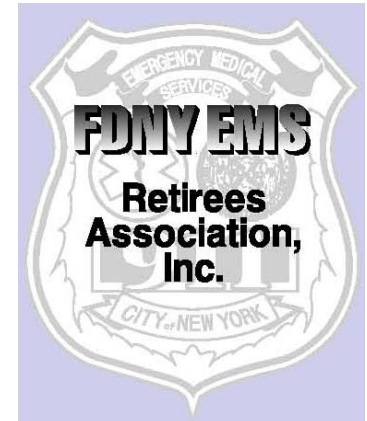
Website [www.wcb.state.ny.us](http://www.wcb.state.ny.us)

The FDNY EMS Retirees Association  
PO Box 260153  
Bellerose, NY 11426

631-793-9715



## The FDNY EMS Retirees Association



## Workers' Compensation

If you moved away from NYS and tried to get treatment from a Lodi injury, you already know the hardships of getting approvals and getting your doctor paid. This brochure hopes to change that. Please provide a copy of this brochure to your medical provider as it will have links and numbers that they can contact for assistance at both the NYC Law Department and the NYS Workers' Compensation Board (WCB).

### **You found a doctor in your state that will accept NY Comp, now what?**

First, that doctor MUST, if s/he has not already, complete a W-9 tax form so they can be paid by the City Workers' Compensation carrier know as the NYC Law Department, Workers' Compensation Division. If they are not in the system, they cannot get paid. You can find a W-9 at the link below, or on the IRS website [www.irs.gov](http://www.irs.gov). We also will have this information on our website, [www.fdnymretirees.org](http://www.fdnymretirees.org) W-9 form: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>

### **To get paid, the doctor must bill the City, Properly.....**

The NYC Law Department is the Carrier of NYC employee claims. In order to bill them properly for services and request authorization for treatment, the bill must be proper. The provider must either use a C-4

or another form called a HCFA 1500. Both must be accompanied by a medical description of the visit and what is needed. For example, it would contain dates of visits, and state something to effect of, " Joe presented in my office with great pain in the right shoulder. Edema present, ecchymosis and limited range of motion. Request authorization for rotator cuff repair, and 6 weeks of physical therapy post operative. Script for Vicoden provided, patient to return in 4 weeks."

Remember, under the new Comp reform law, as long as diagnostic testing is under \$1000 the doctor does not require authorization for the test. A simple video was made to describe these changes and other changes. Please provide this additional information to your doctors office.

A C-4 is also on the State WCB website under common forms. The C-4 can be found here: <http://www.wcb.state.ny.us/content/main/forms/c4.pdf> and the HCFA 1500 at: <http://www.dol.gov/esa/regs/compliance/owcp/owcp-1500.pdf>

You can Google these forms, or find them on our website.

### **Common Links for Forms used in the NYS Workers' Compensation System**

The general New York State Workers' Compensation website is: <http://www.wcb.state.ny.us>

To find common forms on the WCB site, find the

navigation link on the top that reads, "Common Forms." They are listed alphabetically by form number.

<http://www.wcb.state.ny.us/content/main/Forms.jsp>

The NYS WCB site also offers additional information for both patients and health care providers. The site is user friendly. For providers, click the link that reads, "Health Care Providers" for useful information or call Bureau of Health Management - Office of Health Provider Administration 1-800-781-2362.

All forms mentioned in this brochure as well as the 30 minute video on the new comp reforms signed by the Governor can be found at our site, [www.fdnymretirees.org](http://www.fdnymretirees.org). When you get there, click the navigation link that reads. "Benefits" and click Workers' Compensation when you get there.

Remember, all bills must be paid within 45 days according to NYS Law if they are sent properly. If they are not paid, the provider should be provided with information explaining why not. Either the HCFA or the C-4 must be completed and signed and accompanied with medical documentation and mailed to the NYC Law Department and if you have been having a problem with the City getting the bills, a copy to the state board as well.