



2017 WORKER'S COMPENSATION PACKET

SADLY, ONE OF YOUR EMPLOYEE'S WAS INJURED ON YOUR WATCH, NOW WHAT?

1. PLEASE REFERENCE THE INJURED EMPLOYEE HID (available on learn.bigredf.com)
2. PRINT THIS PACKET OUT
3. GIVE THE INJURED EMPLOYEE PAGES 3, 4 & 5
4. *VERY IMPORTANT*: BE SURE THE EMPLOYEE GIVES THE MEDICAL PROVIDER THE MEDICAL PROVIDER LETTER AT THE TIME OF SERVICES. THIS WILL ENSURE THAT PINNACOL IS BILLED FOR MEDICAL SERVICES AND YOUR EMPLOYEE IS **NOT**
5. ONLY COMPLETE THE FROI FORM (PG 2) IF YOU ARE FAXING OR CALLING IN YOUR CLAIM
6. CLAIMS MUST BE FILED WITHIN 24 HOURS OF TIME OF INJURY OR WHEN THE EMPLOYEE INFORMS YOU OF THEIR INJURY



RE: LETTER TO INJURED EMPLOYEE

Dear BigRedFer,

We are so sorry to learn that you have been injured. To ensure that you receive the care you need, we are filing a claim with our workers' compensation insurance carrier, Pinnacol Assurance. A Pinnacol Representative will contact you with your claim number and additional information very soon. In the meantime, you should see one of the medical providers we have selected to treat our injured employees. These medical providers specialize in on-the-job injuries and I want you to have the best care.

Our Designated Providers are:

Concentra Urgent Care
3300 28th Street
Boulder, CO 80301
(303) 541-9090

OR

Arbor Occupational Medicine
1690 30th Street
Boulder, CO 80301
(303) 443-0496

Please contact one of them to be seen as soon as possible. After your first appointment, please follow up, so that we can review your medical status and work capabilities together. If you have any questions, please feel free to call or email. Our goal is to ensure that you receive the care you need to recover quickly and return to work as soon as possible.

Name and contact information for BigRedF's authorized representative:

Iva Townsend
iva.townsend@bigredf.com
303-448-9182 ext 119

Pinnacol Assurance is our workers' compensation insurance company. Please see the contact information below:

Pinnacol Assurance
7501 E Lowry Blvd
Denver, CO 80230-7006
(303) 361-4000

Worker's Compensation Insurance Policy # 4170022

Sincerely,

BigRedF's 'People Division' [aka Human Resources]



Your health and safety is of utmost importance to us. To ensure that you receive the proper care, we will file a claim with our workers compensation provider, Zurich American Insurance Company. Please proceed to one of the designated providers listed below for your medical needs. These providers specialize in on-the- job injuries and will provide the best care. After your appointment, please follow up with your manager to discuss your medical status and work capabilities.

Designated Providers [Employees should use one of the two designated providers if the injury occurs within business hours of the provider and is non-life threatening. ALL follow up care should occur at one of the two designated providers]

Concentra Urgent Care

3300 28th Street

Boulder, CO 80301

(303) 541-9090

HOURS: M–F 8AM – 8PM; SAT 10AM – 6PM

US HealthWorks Medical Group

1690 30th Street

Boulder, CO 80301

(303) 443-0496

HOURS: M–F 8AM – 5PM

Emergency [OR outside designated provider business hours]

Boulder Community Foothills Hospital

4747 Arapahoe Avenue

Boulder, CO 80303

(720) 854-7000 or CALL 911

HOURS: 24 hours

Workers' Compensation Insurance Provider:

Pinnacol Assurance

7501 E. Lowry Blvd

Denver, CO 80230

(303) 361-4000

Post Brewing Co Policy # 4133910

BRF Representative – Iva Townsend

iva.townsend@bigredf.com

(303) 448-9182 ext 119



RE: Worker's Compensation Medical Provider Letter

Dear Medical Provider,

This letter has been provided to our employee as proof that this injury is work related and occurred during on the job. All billing matters should be directed to our workers compensation carrier:

Pinnacol Assurance.
7501 E. Lowry Blvd. Denver. Co.
80230-7006
1 (800) 873-7242 OR (303) 361-4000

Policy Number: #4170022

Thank You,

Big Red F Restaurant Group / Big Red F Management Co
5440 Conestoga Court
Boulder, Co 80301
303-448-9182