



RISK MANAGEMENT DEPARTMENT

Date

IMPORTANT INFORMATION ON TCU WORKERS' COMPENSATION COVERAGE FOR WORK RELATED INJURIES

Re: Liberty Mutual Health Care Network
Effective Date November 1, 2011

On November 1, 2011 Texas Christian University will change the way we handle work related injuries. TCU is joining the Liberty Mutual Health Care Network which will assist employees who are injured while working on the job by referring them to a list of available physicians located near the employee's home or place of employment.

Included with this letter are the following four documents:

1. Employee Notification of Network Requirements;
2. A map of available counties where the Liberty Health Care Network is available;
3. An Injured Worker Survey – (completed by an employee after an on-the-job injury has been treated);
4. Workers Compensation Network Acknowledgement.

An injured worker will be given all four documents again after a work related claim is reported to the Risk Management office.

Please review the attached documents and confirm receipt by completing and returning the Acknowledgement form (#4 from above). The Acknowledgement form can be sent via mail, interoffice or fax to Department of Risk Management, box 297110, Fort Worth, Texas, 76129. The fax number is 817-257-6677.

This change will **only** affect the way medical treatment is obtained for employees of TCU who are injured while working for Texas Christian University. **THIS DOES NOT CHANGE OUR GROUP MEDICAL POLICY OR PROCEDURES. THIS IS NOT GROUP MEDICAL.**

Please feel free to call the Risk Management Department at 817-257-7475 if you have any questions.