

WISCONSIN



DWD

Changing Dates Surcharges

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DWD Division of Worker's Compensation

Reporting Requirements

- Many reporting requirements in Wisconsin worker's compensation
- What happens if I don't meet those requirements?



Surcharge Authority

- Section 102.35(1) authorizes assessment of surcharges for late reporting
- Paid to Work Injury Supplemental Benefit Fund
- Surcharge = \$100 for each offense



Avoiding Surcharges

Help! The due date for the **final medical** report is almost here and I won't have it by the due date I had given you!

- You can extend the due date for medical reports, but only three (3) times before you are locked out
- Then:
 - Email
 - Use the email function in Pending Reports



Avoiding Surcharges (cont.)

Wow – that's great to know that I can extend the due dates for medical reports.

But if I know that the injured worker's recovery is going to take a really long time, how far out can I set the due date for the medical report?



Avoiding Surcharges (cont.)

Help! The due date for the wage report is almost here and I won't have it by the due date I had given you!

- You can't extend the due date for wage reports. You need to contact us and ask to have the date extended.



Surcharge Assessments

How do I know if a surcharge has been assessed?

- Once the due date has passed and the required report has not been received, the surcharge letter will go out the very next day.
- Once a year, an invoice with all your company's surcharges for the year will be sent out. Pay the surcharges from this invoice.



Surcharge Waivers

What if I get a surcharge letter but I know that I already faxed in the medical report?

You must do two things. Don't skip either of them.

1. Go into the claim and extend the due date – don't just fax in the report again.
2. Bring the claim to our attention – we need to look at each one individually.



How do I know if you got my report?

First, have a look at the Pending Reports page:

WC Insurer Pending Reports

Upcoming Worker's Compensation Training April 27 and 28:

<https://dwd.wisconsin.gov/wc/insurance/training/2021-spring-workshop.htm>

Continue using the Pending Reports Internet application to submit required WC reports. If you must fax claim-related documents, please use our newly developed fax cover sheet: use of this cover sheet will help reduce processing time of such documents. Note: The Division continues to require documents related to litigated claims, perm total claims, fatalities and Supplemental Benefit Reimbursement Requests be mailed to the Division. The fax cover sheet is found at http://dwd.wisconsin.gov/dwd/forms/wkc/wkc_17843_e.htm.

Today **04/20/2021**, the WC Division is processing incoming mail received on **03/02/2021**. Information submitted via this application is updated real-time. If you mailed or faxed information to the WC Division prior to 03/02/2021 the receipt of that information has been logged into the claim. Sometimes information processing may require a series of steps by multiple Division personnel. Therefore, it may take 2-3 weeks before a final disposition is recorded to the claim. During that time please **DO NOT** re-send information previously submitted.

The WC Division is processing wage-related information received on **12/28/2020**. Status of wage investigations reflect only the information received prior to 12/28/2020.

You'll see today's date and the date of the incoming mail that is being processed.

Oh, look! There are other announcements here, too!

The wage information receipt date that is currently being worked is also shown.



How do I know if you got my report?

- First, have a look at the Pending Reports page.
- Is the date you sent your report before or after the date that is being worked? (In the example on the previous slide, the date being worked is 03/02/21.)
 - If you sent your report **before** that date (for example, on 02/15/21), you can contact DWC to see if it has been processed.
 - If you sent your report **after** that date (for example, on 03/15/21), please wait until the date that is shown in Pending Reports has passed the date you sent your report.

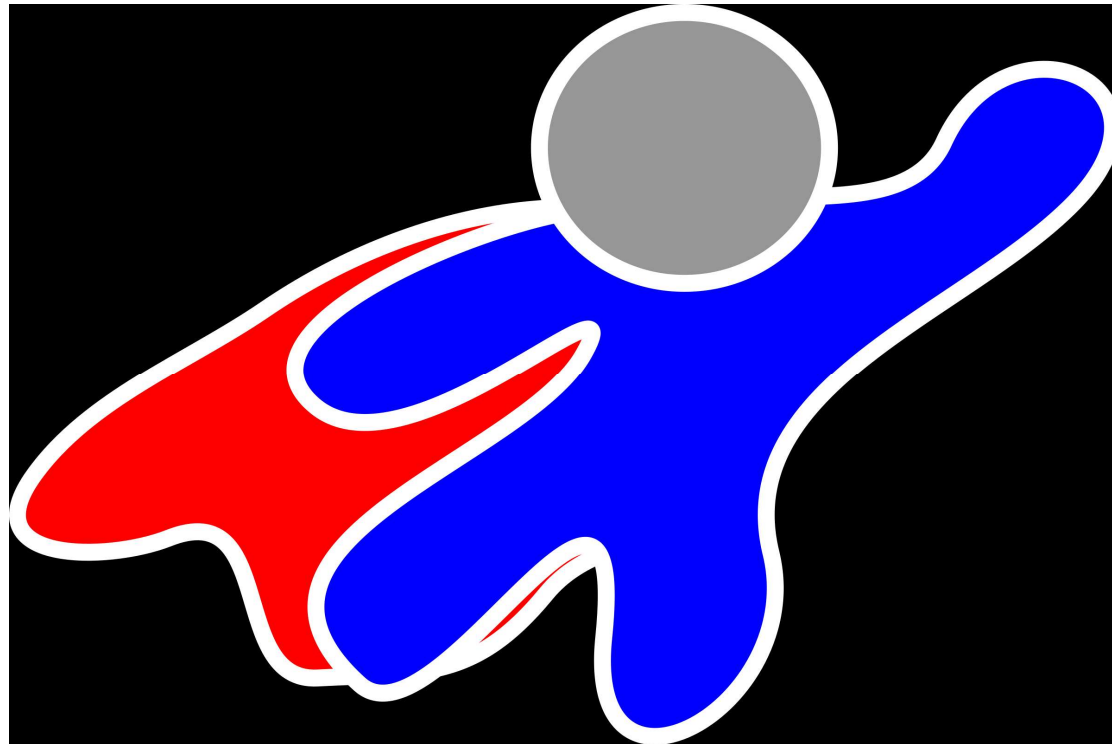


Best Ways to Let DWC Know

- Fax a letter to 608-260-2503 to explain the situation
- Email any questions to Kathy Almeida at Kathrene.Almeida@dwd.wisconsin.gov
 - But don't send any attachments with your email!
- How can Kathy help?



Kathy Almeida to the Rescue!



What questions do you tend to get?

- I already faxed my required report in – why didn't you get it?
- Why are you so far behind in processing the reports we send in?
- Why did you send back my email that had my required report included as an attachment?



Questions?

Kathy Almeida

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Work Schedule:

Monday – Friday, 6:00 a.m. – 2:00 p.m.

