

**Worker's Compensation
Insurance Letter**

INS #	432
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Program	Legal Services
Type	New Procedure
Replaces	None



**State of Wisconsin
Department of Workforce Development**

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To: Insurance Carriers' and Self Insured Employers' Claims Handling Offices
From: Judy Norman Nunnery, Division Administrator
Subject: Reporting Threats or Potentially Threatening Situations

Purpose: To request that any threats of violence related to a worker's compensation claim, which comes to your attention, be reported to the Worker's Compensation Division immediately.

Scope: This request applies to all worker's compensation claims, both litigated and non-litigated. It applies to threats against anyone—for example, administrative law judges, attorneys, medical providers, employers, co-employees—not just threats against your employees. It applies to threats by anyone involved with the claim, not just threats by the claimant. Finally, even if there has been no direct threat, it applies to situations where, based on your experience and judgment, there is a reasonable basis to be concerned about the potential for violence.

Background: The Division strives to provide a safe environment for its staff and the public it serves. This responsibility extends to multiple locations in more than 30 municipalities in which the Division currently holds formal hearings, pre-hearing and settlement conferences. The manner in which recent events involving a potentially violent situation was handled indicate that some attorneys and insurers are unsure whether to contact the Division and to whom the call should be directed. Parties in litigated cases are understandably concerned about *ex parte* communications with the judge.

Action Requested: Please report any threats or threatening situations to the Division's switchboard operator at 608-266-1340. Our operator will take the information and direct your call to someone for follow up. If it is less than 24 hours before a scheduled hearing, pre-hearing or settlement conference, you should not hesitate to notify the Administrative Law Judge directly, or his or her supervisor.

Inquiries: Please direct any questions to the Director, Bureau of Legal Services, 608-267-6704.

Cc: The Division is mailing copies of this request to attorneys that regularly represent claimants in litigated cases.