

SOUTHERN LEHIGH SCHOOL DISTRICT
WHAT TO DO IN CASE OF A WORK-RELATED INJURY
EFFECTIVE JULY 1, 2019 THROUGH JUNE 30, 2020

If you suffer a work-related injury, your health and wellbeing are our first concern. If the injury is of a serious nature and requires the Assistance of an ambulance or rescue personnel, they should be contacted immediately. If the injury is of a less serious nature, the following procedures must be followed:

1. If you suffer a work-related injury, the first thing you **MUST** do is report the injury to your supervisor. You will then need to contact SDIC to file a Workers' Comp. claim by calling (800) 445-6965 ext. 2101 or online at sdicwc.org (Click the "Report a Claim" button). A packet of information and forms will then be sent to your home address by **Beth Funk, HR Secretary @ (610) 282-3121 ext. 5112.**
2. The SOUTHERN LEHIGH SCHOOL DISTRICT or our insurer will pay for reasonable surgical and medical services and supplies, orthopedic appliances and prosthetics, including training in their use, when needed. In order to ensure that your medical treatment will be paid for by the Bucks County Intermediate Unit or our insurer, **you must select from one of the healthcare providers listed below for your initial care:**

Patient First (multiple locations)
2310 Schoenersville Rd.
Bethlehem, PA 18017
(484) 403-7560
Area of Specialty: Urgent Care

St. Luke's Care Now
5445 Lanark Rd.
Center Valley, PA 18034
(484) 526-5750
Area of Specialty: Occupational Medicine/Urgent Care

St. Luke's Upper Bucks Family Medical Center
200 Apple Street, Suite 2
Quakertown, PA 18951
(215) 529-5210
Area of Specialty: Family Medicine

OAA Orthopedic Specialists (multiple locations)
250 Cetronia Road; 2nd floor
Allentown, PA 18104
(610-973-6350
Area of Specialty: Orthopedics

Northeastern Rehab Associates
3400 Bath Pike; Suite 400
Bethlehem, PA 18017
(610) 954-9400
Area of Specialty: Pain Management

Upper Bucks Orthopaedics (multiple locations)
99 N. West End Boulevard
Quakertown, PA 18951
(215) 257-3700
Area of Specialty: Orthopedics

LVPG General Bariatric & Trauma Surgery
1240 South Cedar Crest Blvd; Suite 308
Allentown, PA 18103
(610) 402-9780
Area of Specialty: Surgery

MedExpress
30 S. West End Blvd.
Quakertown, PA 18951
(215) 538-6127
Area of Specialty: Urgent Care

St. Luke's Orthopaedic Care
1534 Park Avenue, Suite 210
Quakertown, PA 18951
(267) 424-8850
Area of Specialty: Orthopedics

For Physical Therapy
NovaCare Rehabilitation
701 West Broad Street; Suite 100
Bethlehem, PA 18018
(610) 866-6451

Lehigh Valley Eye Center
3535 High Point Boulevard; Suite 800
(610) 867-9900
Area of Specialty: Ophthalmology

For the nearest facility contact:
(866) 723-NOVA (central scheduling)

LVPG Orthopedics
(multiple locations)
2597 Schoenersville Road; Suite 100
Bethlehem, PA 18017
(484) 884-5580
Area of Specialty: Orthopedics

One Call Care Management (Align): (866) 389-0211
Area of Specialty: Chiropractic/Physical Therapy

For Durable Medical Equipment:
One Call Care Management
(800) 848-1989
Equipment: wheelchairs, walkers, crutches,
TENS units, orthotics & prosthetics, etc.

Dental – One Call Care Management:
(888) 539-0577

For MRI/EMG/X-Ray/CT Scan
One Call Care Management
For the nearest facility contact:
(800) 453-0574 (central scheduling)

For Prescriptions: Please use your Mitchell
International card at your local pharmacy to bill
SDIC directly (Giant, CVS, Rite Aid, Wal-Mart,
Walgreens, Acme).

3. Please call in advance for an appointment if you need treatment. (When you report your injury to SDIC, they will assign you a claim number. Please use this claim number when seeing the provider.)
4. You must continue to treat with one of these providers for ninety (90) days from the date of your first visit.
5. If, after this ninety (90) day period, you still need treatment, and the Southern Lehigh School District has provided this list as set forth above, you may choose to continue with this health care provider or you may choose another provider. You must notify **Beth Funk, HR Secretary** of this action within five (5) days of your first visit to the health care provider of your choice. Your bills will be paid if you have provided proper notice and if your provider files reports as required. (These reports must be filed within ten (10) days after your first visit and at least once a month for as long as treatment continues.)
6. If one of the health care providers listed above refers you to a specialist, the Southern Lehigh School District or our insurer will pay for these services as provided by law.
7. If you require a prescription for your work-related injury or disease, do not use your personal health plan prescription card. Please use the Mitchell International First Fill Sheet, which is included in the packet that the Southern Lehigh School District Workers Comp Coordinator will mail to you.

All workers' compensation claims will be processed on behalf of the School District
by:

SCHOOL DISTRICTS INSURANCE CONSORTIUM
P.O. BOX 1249
NORTH WALES, PA 19454
Phone (800) 445-6965

ACKNOWLEDGMENT: I have been informed of and understand my rights and duties as specified herein.

Signature: _____ Date: _____

Print Name: _____
(Please return one signed copy of this document to the Southern Lehigh School District Workers Comp Coordinator.

*** At time of distribution, this information is accurate to the best of our knowledge. This panel is subject to change based on information received from the medical provider.**