

INJURY AND WORKERS  
COMPENSATION REPORTING  
OF WORK RELATED INIURIES



Here are some tips on ensuring your injury, workers' compensation benefits are reported correctly, and the workers' compensation commission is notified. Pratt & Whitney and their agents do not want you to know your rights on workers' compensation benefits and will work with the insurance carrier to find ways to deny your claim.

1. When you are injured at work any injury (i.e. ergonomic, slip trip or fall, any pain), immediately report your injury to your supervisor. If your supervisor is not available, report your injury to the nearest supervision or employee. Go straight to medical or Plant Protection on the off shifts. If it is an emergency, call 5111 and wait for trained medical personnel to treat you.

Go to the Medical Department and have the injury evaluated by the Nurse, or Doctor if available. **Note:** *The doctor from Middlesex Hospital Occupational Medicine works for Pratt & Whitney.*

- a. Be concise and to the point. (i.e. lifted a part and felt pain in my shoulder)
  - b. Have the nurse repeat your statement that is being entered into your records.
  - c. Do not give any more statements to medical, Workers compensation insurance carrier, supervision or anyone representing the company without a Union Safety Representative present). If they make it a condition of employment to talk with them give it under protest and then call a Shop Steward or a Union Safety Rep. **What you do outside of work is not relevant to a work connected injury.**
  - d. Ask for a copy of the statement.
2. If you are transported by ambulance to the hospital, do the following:
    - a. Get a copy of all medical reports concerning the injury from your treating Physician.
    - b. Ask for a copy of your medical report from Pratt & Whitney Medical.
    - c. Call the Union Hall or District 26 and they will help you navigate the system.
    - d. Ask for a Union EHS representative when you return to work. They will help you to correct the safety hazard that caused your injury.
  3. If a Union Safety Representative does not come out when the investigation is started, tell your supervisor you want a *Union EHS Representative* to help go over the incident and find the root cause. We need your help to correct the hazard that gave rise to your injury. This is key that the investigation is done correctly and does not slant the facts against you, and it is done in a fair and equitable manner. This investigation is to be used to keep this injury from happening again and must be accurate for that to happen. It is key for a Union Safety Representative to be present. **Note:** do not talk about the incident even casually with anyone without a Union Safety Representative present.
  4. **Call the Union Hall (860-345-2098) or District 26 (860-554-3003) and ask for an appointment with the Business Representative.**

Fill out form 30C <https://portal.ct.gov/-/media/WC>

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6. [C/forms/claim-forms/30c.pdf](#) with the Union Business Rep. or Union Safety Rep. This should be done with a Union Representative, so the paper work can be filled out properly. *If you decide to fill out a form 30C yourself, always send a copy to the Workers' Compensation office and Pratt & Whitney Medical Department, return receipt request.*

**Workers' Compensation Commission Eighth District Office 649 South Main Street Middletown, CT 06457 Phone: (860) 344-7453 Fax: (860) 344-7487**

7. If Pratt & Whitney wants to dispute your claim, you must receive official written notice of a denial ([Form 43](#)) *describing the reason(s) for it* or your employer must begin making Workers' Compensation payments "without prejudice" within 28 calendar days. This form is a Notice to the Compensation Commissioner and Employee of Intent to Contest Employee's Right to Compensation Benefits.
8. If you receive a [Form 43](#), contact the Business Representative for your Local Lodge immediately. If you are injured, remember you have the right to ask for a Doctor "**from the workers P.P.O. list**" for treatment. **Note:** your own doctor may be on the **P.P.O.** list. (Preferred Provider Organization)
9. If the Pratt & Whitney Medical Department will not provide the name of a doctor for you to visit, make an appointment with your Primary Care Doctor "P.C.P" and have him/her examine you and inform you "in a written report" if the injury or illness is work related or not. After you see your P.C.P. and the written report is favorable to you, take the report to the company Medical Department and ask again to be given the name of a doctor from the **P.P.O.** list to treat you. *Note: they have two days [Sec. 31-294d](#). Medical and surgical aid; hospital and nursing service. (a)(1) The employer, as soon as the employer has knowledge of an injury, shall provide a competent physician or surgeon to attend the injured employee and, in addition, shall furnish any medical and surgical aid or hospital and nursing service, including medical rehabilitation services and prescription drugs, as the physician or surgeon deems reasonable or necessary. The employer, any insurer acting on behalf of the employer, or any other entity acting on behalf of the employer or insurer shall be responsible for paying the cost of such prescription drugs directly to the provider.*
10. If the company refuses (again) to give you the name of a doctor, call the Business Representative will request an informal hearing on your behalf. The purpose of the informal hearing is for assignment of a treating Physician.
  - a. When the informal hearing is scheduled, you will be notified. A representative will go with you before a worker compensation commissioner to ask the commissioner to recommend the carrier accept your injury.
  - b. **Please note:** a commissioner cannot make a ruling in your favor at an informal hearing. He can only make recommendations.
  - c. However, if you are forced to hire an attorney to go with you to a formal hearing to get your claim accepted, then the commissioner can make a ruling either for or against your claim. Therefore, what your doctor writes in your medical report is very important.

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11. If you have been out for more than two (2) weeks, the company will send you a [Voluntary Agreement form](#) to sign. This should be signed and returned. If you have any questions concerning signing this documents, contact a Business Representative. ([Form 1A Filling Status and Exemption](#))
12. Have copies of all documents from medical, insurance, and from your Doctor if the case is challenged. Also, be sure to fill out a [Form 30c](#) whenever any work-related injury has occurred. A Business Representative will help you fill-out the Workers' Compensation Commission [Form 30c](#).

**13. Other helpful hints when dealing with workers compensation:**

- a. State of Connecticut Workers' Compensation Commission web site [Workers Compensation](#)
- b. **NOTE:** An official claim for workers' compensation benefits that YOU file is not the same as the "Employer's First Report of Occupational Injury or Illness" form that your *employer must file*. To ensure that you have met the statute of limitations for filing your claim, and to put your claim on record permanently to safeguard your eligibility for benefits, YOU must file an official claim and not rely on your employer's accident report. This should be done with all work-connected injuries. Within a year of the date of injury and for any illness within 3 years A Commissioner is a quasi-judicial official who presides as an impartial mediator at Informal, Formal and Appellate hearings, where he or she serves to resolve disputes or misunderstandings in workers' compensation cases. **Helpful Hints Continued:**

A commissioner functions within the state's workers' compensation system similarly to how a judge functions within the state's judicial system. By statute, a commissioner is nominated by the Governor and appointed by the General Assembly and must have been a member in good standing of the Connecticut Bar for at least five years before his or her nomination. (*note: on the CT Workers Compensation web site Language + Settings Arabic, Chinese, French, Italian, Polish, Portuguese, Russian and Spanish*).

Returning to work from a work connected injury can also conflict with your rights as an injured employee of Pratt & Whitney. Your treating physician for your workers compensation injury has the final say on your return to work date and they must release you to return to work. If the company contacts you concerning returning to work and your doctor has told you that you cannot return to work, please do the following:

1. Go to work and tell your supervisor you would like to go to medical.
2. Explain to medical the work is outside of your restrictions.
3. Contact your treating physician and explain in detail the job duties you are performing.
4. This will require the Pratt & Whitney Doctor and your treating physician to discuss your case and determine if you can return to work. Note, your treating physician has the final say concerning your injury and knowledge of the work you perform will help him determine if you are able to return.

If you are a Pratt & Whitney employee and you live outside of Connecticut, please be advised that you must see a doctor in Connecticut that is with the PPO (Preferred Provider Organization). If you must see a doctor out of state, you must contact the Pratt & Whitney insurance agent who handles workers compensation claims and get their permission to see the doctor.

We cannot stress enough that for your workers compensation claim to be favorable to you, you must report the injury immediately, no matter how small and follow the above guidelines.



Always ask medical what is being put in your records and the company injury system is the same as what you stated.

**When your injury is being investigated always ask for a Union Safety Representative to be present.**

The company very rarely threatens you with disciplinary action for being injured. Management might harass you for reporting the injury with excuses of the paper work is a pain or they have too many injuries in their department. Or even in the some cases they have said you were not injured at work and the incident was staged. If they do contact a Union Safety Representative or a Shop Steward and they will advise you on the next step.

**The Union will fight for your rights** and the company should own up to its responsibility under the laws and for what's right for their workers who have worked so hard over the years. Please, if you have a worked connected injury, file a form 30C or at least inquire if your case is work connected.

Other [Forms hyperlinks to CT Workers compensation](#)

#### Other forms

*Remember to keep track of all date's times and mileage for all doctor visits, therapy appointments and mileage to and from the appointments so you can be reimbursed for the lost time and mileage.*

For more help concerning Workers Compensation click on the links below or call 1-800-223-WORK (9675)

- [CT Workers Compensation Department](#)
- <https://portal.ct.gov/-/media/DAS/Workers-Comp/Communications/NEW-General-WC-Brochure.pdf>
- [Information Packet](#)
- [Authorization for Release of Medical Records](#)
  - Remember be specific on filling out this form for the specific injury to release your records
  - The Form "AUTHORIZATION FOR RELEASE OF MEDICAL RECORDS" provided here may be used by any hospital or provider for the purpose of administering a Connecticut workers' compensation claim for benefits.
- The "[MILEAGE WORK SHEET FOR MEDICAL TREATMENT/EXAM/PHYSICAL THERAPY/LABORATORY TEST](#)" provided here may be used by an employee to report mileage incurred due to workers' compensation-related medical appointments.

**[NOTE: For complete information regarding this, refer to the [Information Packet](#).**

[Up-to-date mileage reimbursement rate information.](#)]

- **The Workers' Compensation Act** of the Connecticut General Statutes **provides medical treatment, "wage replacement" benefits, and other benefits** for employees who, unfortunately, have been injured at work or who have become ill from their jobs. If you are reading this because you have suffered such a work-related injury or illness, let us first say that we are sorry to hear it.
- Secondly, it is important for you to know that, **as an injured or ill employee, it is essential that you understand your rights and responsibilities in the workers' compensation system.** Even if you have a workers' compensation representative or an attorney representing you, the more you personally know about the workers' compensation system and about the facts of your individual case, the better and more easily you will be able to get through your situation and return to your normal work and your normal life.