

# Sam Houston State University Human Resources

## Texas State Employees' Workers' Compensation - Notice To New Employees

The State of Texas provides workers' compensation insurance to protect you in the event of a work-related injury or illness through the State Office of Risk Management. Although the Texas Workers' Compensation Rules allow employees up to 30 days to notify an employer of an injury/illness, it is the policy of Sam Houston State University that the employee notifies their supervisors immediately when an injury/illness occurs. Additionally, employees and supervisors are responsible for timely completion of required claim forms.

Workers' compensation is the exclusive remedy for an on-the-job injury. This means that the employee may not sue the employer or co-workers for damages. However, an employee may notify their employer in writing within five days of beginning work that they do not want to be covered by workers' compensation and prefer to keep the common-law right to recover damages for personal injury or death. If you elect to retain your common-law right of action, you cannot obtain workers' compensation income or medical benefits. Additionally, the state provided Texas Employees Group Benefits Program does not cover expenses for occupational illness or injuries sustained at work, regardless of whether they are covered by workers' compensation or similar state or federal programs.

You can get more information about your workers' compensation rights from any office of the Texas Department of Insurance, Division of Workers' Compensation, or by calling the toll free number (1-800-252-7031).

### Workers' Compensation Health Care Networks

Additional information to include the Employee Notice of Network Requirements – Important Medical Care Information for Work-Related Injuries and Illnesses is available on the Human Resources website for workers' compensation – [http://www.shsu.edu/~hrd www/WorkersCompensation.html](http://www.shsu.edu/~hrd/www/WorkersCompensation.html)

### Workers Compensation Network - Acknowledgement

I have received information that tells me how to get health care under workers' compensation insurance. If I am hurt on the job and live in the service area described in this information, I understand that:

1. I must choose a treating doctor from the list of doctors in the network.
2. I may ask my HMO primary care physician to agree to serve as my treating doctor.
3. I must go to my treating doctor for all health care for my injury. If I need a specialist, my treating doctor will refer me. If I need emergency care, I may go anywhere.
4. The insurance carrier will pay the treating doctor and other network providers.
5. I might have to pay the bill if I get health care from someone other than a network doctor without network approval.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(SAM ID)

I live at: \_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City)

\_\_\_\_\_  
(State)

\_\_\_\_\_  
(Zip Code)

Name of Employer: *Sam Houston State University*

Name of Network: *CompKey Plus Network*