

WCU

2007

Defining workers' comp

The Ohio Bureau of Workers' Compensation (BWC) wants to help you get the information you need to stabilize your costs and care for your most valuable asset — your employees.

At Workers' Compensation University (WCU) you will get this information at no cost to you. This annual conference, hosted by BWC, will help you:

- Learn ways to control costs with proven claims-and risk-management strategies;
- Implement proven strategies that will keep your workers safe on the job;
- Partner effectively with BWC and other stakeholders to safely return injured workers back to work;
- Better understand legal and health-care aspects of workers' compensation and how they impact your business;
- Earn free continuing education credit as well as credit for Step 6 of BWC's 10-Step Business Plan and One Claim Program.

Whether you're a newcomer or a returning student, WCU's dynamic course offerings will redefine your approach to workers' compensation and help you get the most from BWC. **And, best of all, it's free!**



Continuing education and employer program credits

BWC will submit WCU 2007 course material for contact hours, continuing education units, continuing legal education and continuing medical education. Look for updates regarding specific credentials in the coming weeks on BWC's Web site, ohiobwc.com. To access these updates, click on the WCU ad at the bottom of the ohiobwc.com home page and choose the CEU/employer credits option on the WCU page.

Step 6 and One Claim Program participants

As an added bonus, most of the courses offered at WCU 2007 are eligible for Step 6 credit for BWC's 10-Step Business Plan and BWC's One Claim Program. To earn credit for either of these programs, attendees must attend three approved courses offered this fall. See inside for this year's course schedule. Courses with this icon ■ are eligible for Step 6 and One Claim Program credit.

Class is in session

- 9. 6** **Chillicothe**
Christopher Conference Center – Comfort Inn
- 9. 11** **Akron**
John S. Knight Center
- 9. 13** **Cleveland**
Cleveland Convention Center
- 9. 18** **Columbus**
Greater Columbus Convention Center
- 9. 20** **Cincinnati**
Duke Energy Center
- 9. 26** **Toledo**
SeaGate Convention Centre
- 10. 3** **Dayton**
Dayton Convention Center

Prst Std
US Postage
PAID
Butler Mail
Services

Ohio Bureau of Workers' Compensation
30 W. Spring St.
Columbus, OH 43215-2256

Get on track with WCU's course offerings

This year, BWC is presenting distinct course tracks covering a broad range of topics. Attendees can take a single track in its entirety or create a personalized schedule by mixing and matching courses from the following tracks. See inside for a full schedule and brief course descriptions.

Employer – beginner: A course track that provides a high-level look at the essentials for running an effective workers' compensation program, such as claims management and preparing for an Industrial Commission of Ohio hearing.

Employer – advanced: A course track for returning attendees or anyone who wants to learn more about core workers' compensation processes such as rate making and reserving.

Special topics: This track covers everything from return-to-work strategies to proven methods for keeping workplaces as safe as possible.

Health-care: This course track provides information on trends and changes to Ohio's workers' compensation system and how they impact health care for injured workers.

NEW this year!

Print your course materials from BWC's Web site

BWC is not distributing hard copies of course materials at this fall's WCU. Instead, material will be provided onsite on CDs. However, you can download and print course material (presentation slides) from ohiobwc.com before attending your selected WCU. Course material will be available online just prior to the first WCU on Sept. 6 in Chillicothe. Simply click on the WCU advertisement at the bottom of the ohiobwc.com home page and choose Course catalog on the WCU page.

Enroll today!

Please review the enclosed course information and register using one of the convenient methods below.

online
Visit ohiobwc.com

phone
Call (800) 466-6292

fax
Complete the form included in this mailer, and fax it to (614) 621-1121.

Course

	Employer – beginner	Employer – advanced
9:00 - 10:30 AM	<p>■ Effective claims management</p> <p>What should you do when you have a workers' compensation claim? A BWC claims expert will walk you through the claims process, covering everything from initial reporting to resolution. The session also will address the importance of claims data integrity, the use of accident analysis as a prevention tool, an overview of the basic types of compensation and much more.</p>	<p>■ Advanced claims management: Finding solutions that work</p> <p>This session illustrates methods for effectively directing care for injured workers, including the use of medical exams, drug reviews and other strategies. Attendees also will learn: how claim data elements impact reserves; proven cost-containment strategies; how to use transitional work effectively; and the latest claims-management tools available on BWC's Web site.</p>
BREAK		
11:00 AM - 12:00 PM	<p>■ Workers' comp law – basic principles</p> <p>BWC's litigation manager will provide a brief overview of Ohio workers' compensation law, including the historical evolution of the system. The session also will cover the basic legal principles that guide Ohio's workers' compensation system.</p>	<p>■ Payroll reporting: A closer look</p> <p>This course, taught by experts from BWC's auditing department, takes an in-depth look at payroll reporting with a focus on guidelines for employees versus sub-contractors and how interstate jurisdiction impacts workers' compensation coverage.</p>
BREAK		
1:00 - 2:00 PM	<p>■ How to prepare for an audit</p> <p>BWC auditing personnel will explain how to effectively prepare for a premium audit with an emphasis on required documentation. Attendees also will learn: what is reportable payroll; reporting guidelines for corporate officers; and other various updates.</p>	<p>■ Workers' comp law – advanced concepts</p> <p>This course covers the impact of recent legislation and court decisions on Ohio's workers' compensation system. BWC's rebuttable presumption guidelines and substantial aggravation of a pre-existing condition will also be discussed.</p>
BREAK		
2:30 - 4:00 PM	<p>■ Industrial Commission 101</p> <p>The Director of Hearing Services for the Industrial Commission of Ohio (IC) will provide an overview of the purpose of the IC and how it works; offer tips about how to prepare for hearings, including a mock-hearing video demonstration; explain the capabilities of the Industrial Commission Online Network; provide updates about workers' compensation law, as well as IC policies and procedures, and conduct a question and answer session.</p>	<p>■ Rate making: Figuring it all out</p> <p>Do terms such as experience modifier, base rating and total modified losses confuse you? This course provides an explanation of workers' compensation rate-making concepts, rating types, terminology used in BWC's rate letters and other factors BWC uses to determine premium rates for employers.</p>

■ Approved for Step 6 and One Claim credit

tracks

Special topics

Health-care

9:00 - 10:00 AM	<p>■ Using ergonomics to prevent injuries</p> <p>Upper-extremity musculoskeletal disorders (MSDs) and back injuries can take a hefty toll on an injured worker's quality of life and an employer's bottom line. Using real-life examples, a BWC ergonomics expert will outline cost-effective strategies for preventing upper-extremity MSDs and back injuries.</p>	<p>ohiobwc.com: A provider's online resource</p> <p>In this overview of BWC's Web site, attendees will learn how to obtain information on claim status, payment status, medical authorizations and much more; and discover how to download commonly used provider forms and find BWC policy updates online.</p>
BREAK		
10:30 AM - 12:00 PM	<p>■ Return-to-work strategies</p> <p>Getting injured workers back to work is beneficial for everyone, but it isn't always easy. This course highlights the importance of implementing return-to-work programs, discusses common barriers to these programs, and provides creative approaches to vocational rehabilitation, transitional work and other return-to-work strategies.</p>	<p>Medical billing and coding: Achieving success</p> <p>This session is for veteran medical billers and coders or those new to the workers' comp system. It walks billers and coders through the basics of CPT coding; discusses the importance of documentation for codes billed; and introduces new policies and programs.</p>
BREAK		
1:00 - 2:00 PM	<p>■ Preventing slips, trips and falls</p> <p>Slips, trips and falls are funny in movies and sit-coms, but they are no laughing matter in the workplace. This course will address fall protection for construction and industry, the importance of proper design and maintenance of walkways and stairs, ladder and scaffolding safety, and the use of appropriate footwear.</p>	<p>Partnering for effective medical case management</p> <p>Experts from BWC's Medical Services Division will discuss medical case management strategies including determining which claims are candidates for medical case management and navigating provisions of the Utilization Review Accreditation Commission (URAC) and BWC.</p>
BREAK		
2:30 - 4:00 PM	<p>■ Injury and illness recordkeeping for public employers</p> <p>Public employers will learn the fundamental requirements of workplace injury and illness recordkeeping; obligations to maintain/post records; mandatory recordkeeping information; and notification and submission requirements. This session also will highlight new forms and online submission of records.</p>	<p>Fundamentals of successful disability management</p> <p>The primary goal of disability management is rehabilitating workers and getting them back on the job in a cost-effective manner for employers. Moreover, it is most successful when it brings together the shared goals and objectives of the employer, the employee and the medical provider. This course helps tie it all together.</p>

■ Approved for Step 6 and One Claim credit

Due seven days prior to the conference. Please complete one registration per attendee.

Last name _____ First name _____

Identification data:

Month of birth Day of birth Last four digits of Social Security number

Company name (if applicable) _____ Title (if applicable) _____

Company address _____

City _____ State _____ ZIP code + 4 _____

() ()

Work telephone number with extension Fax number

E-mail address _____

Policy number _____ (or) Provider number _____ (or) Claim number _____

BWC customer group

BWC/IC Injured worker/representative MCO Physician Provider TPA

Employer - human resources Employer - risk/actuarial Employer - safety Employer - owner/CEO

Please indicate if you would like credit for BWC's: Step 6 One Claim Safety Council Incentive Program

Credential information Please select your credentials.

R.N. M.D. CCM CLE CRC CDMS CPA CSP PHR/SPHR

If you have any special needs, please call (800) 466-6292.

Schedule your day at WCU

		Step 6 credit*	One claim credit*	
<p>– Please indicate the WCU location you wish to attend by filling in the box below.</p> <p>– Choose the courses you wish to attend on the right.</p> <p><i>Option 1:</i> Select a single track in its entirety.</p> <p><i>Option 2:</i> Create a personalized schedule by mixing and matching courses. However, please make sure the courses do not overlap if you choose this option.</p>	Employer – beginner track			
	9:00 – 10:30	<input type="checkbox"/> Effective claims management	✓	✓
	11:00 – 12:00	<input type="checkbox"/> Workers' comp law – basic principles	✓	✓
	1:00 – 2:00	<input type="checkbox"/> How to prepare for an audit	✓	✓
	2:30 – 4:00	<input type="checkbox"/> Industrial Commission 101	✓	✓
	Employer – advanced track			
	9:00 – 10:30	<input type="checkbox"/> Advanced claims management: Finding solutions that work	✓	✓
	11:00 – 12:00	<input type="checkbox"/> Payroll reporting: A closer look	✓	✓
	1:00 – 2:00	<input type="checkbox"/> Workers' comp law – advanced concepts	✓	✓
	2:30 – 4:00	<input type="checkbox"/> Rate making: Figuring it all out	✓	✓
	Special topics track			
	9:00 – 10:00	<input type="checkbox"/> Using ergonomics to prevent injuries	✓	✓
	10:30 – 12:00	<input type="checkbox"/> Return-to-work strategies	✓	✓
	1:00 – 2:00	<input type="checkbox"/> Preventing slips, trips and falls	✓	✓
	2:30 – 4:00	<input type="checkbox"/> Injury and illness recordkeeping for public employers	✓	✓
	Health-care track			
	9:00 – 10:00	<input type="checkbox"/> ohiobwc.com: A provider's online resource		
	10:30 – 12:00	<input type="checkbox"/> Medical billing and coding: Achieving success		
	1:00 – 2:00	<input type="checkbox"/> Partnering for effective medical case management		
	2:30 – 4:00	<input type="checkbox"/> Fundamentals of successful disability management		

- 09.06 Chillicothe
- 09.11 Akron
- 09.13 Cleveland
- 09.18 Columbus
- 09.20 Cincinnati
- 09.26 Toledo
- 10.03 Dayton

*You must take any three approved classes to receive credit.