

# CNA INSURANCE

## Workers' Compensation Reporting Instructions

All claims may be reported by phoning (877) 262-2727 or faxing the First Report of Injury to (800) 953-7389. It is important that you mail or fax a copy of the first report of injury to us *in addition to* sending this initial report to the carrier. It is important that you take this step so that we are aware of the claim occurrence.

Upon receipt of the first report of injury, CNA will assign the loss to a Workers' Compensation adjuster at a nearby claims office and mail an acknowledgment card to the mailing address listed on the first report of injury. Medical invoices, reports, etc., may be submitted direct to the CNA handling office once the claim has been assigned.

Any questions regarding lost-time payment to injured workers, unpaid invoices, etc., may be directed to the assigned office. It is recommended that you still keep a copy of any items sent to CNA in case any problems arise requiring your agent's assistance.

If at any time you have questions, please feel free to call your Gibson Insurance claims representative for assistance at (800) 814-2122.