



Appointment Protocol



Federal Workers' Compensation Claim

OWCP Office of Workers' Compensation Programs • Federal Employment Compensation Act

FREE! Exams • Reports • Forms • Treatment • Trial Testimony

Complete a Separate Appointment Protocol for Each Claim.

Send this Protocol & Your Records by Mail or Fax (no Email). Ellis Clinic Will Then Contact You.

FULL Name: _____

Street / PO Box: _____

City / State / Zip: _____

Contact Phone/s: _____

E-Mail: _____

SSN: _____ Date of Birth: _____ Male Female

Your Representative: None. _____

Separate Form Each Claim

OWCP Claim# _____ Not Yet Filed Filed Waiting for a Claim # **Date of Injury:** _____

Requesting: Help! I am not sure what I need. I am requesting a FREE Ellis Clinic Legal Medicine Team Consultation!
 Schedule Award Treatment Missed Work and need TTD Off Work Payments Adding Conditions or Upgrading a Claim
 Medical Rationale Report to get Claim accepted FERS Federal Employee Retirement (Use a FERS Appointment Protocol)

Claim Type: Form CA-1 Acute Injury Form CA-2 Occupational Disease Form CA-2a Recurrence of Accepted Claim Not Sure

Claim Status: Accepted Denied Not Yet Filed Filed but have not yet received a Claim # Not Sure

Missed Work: Yes No If Yes OWCP Paid TTD Payments: OWCP Has Not Paid TTD Used Sick Leave/Vacation Terminated Retired

Dates Missed Work (Approximate): _____

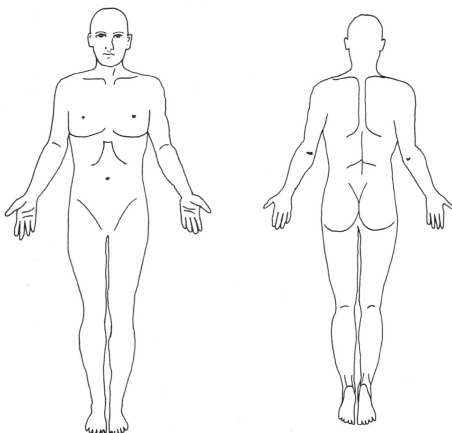
Employer for this Claim: _____ Year Went to Work for Employer: _____

Body Parts Injured: _____

Briefly Describe What Caused the Injury or Condition: _____

Briefly List Treatment i.e. Mercy ER> X-Rays, Jane Smith DO> Medications, John Jones MD> Back Surgery on 11/2016, Physical Therapy

Circle Where You Still Have Pain or Problems from This Claim



MEDICAL HISTORY of Significant Injuries, Surgeries and Diseases, Other OWCP Claims

Examples: 1983 left knee surgery, 2005 State Work Comp Back surgery, Diabetes, 2012 OWCP right knee surgery. 2013 Car accident, neck pain.

Medication Allergies: _____

Is this your first visit to Ellis Clinic? Yes No.

Veteran? Yes No VA Disability? Yes No Current VA Percent: _____%

Other Types of Appointments • www.EllisClinic.com • Appointments
 FERS Federal Employee Retirement System • VA Disability • Social Security • Personal Injury, etc.

FREE! No Cost to You for Your Appointments, Exams, Reports, Forms, Treatment, Trial Testimony!

OWCP ORDER of RECORDS Only Send Copies - Records Are Shredded!

Submit records in the below order. Send only pertinent records, i.e. MRI report, Operative Reports but not entire hospital chart.

1. **Place this Appointment Protocol on top**
2. **You and/or your representative correspondence to Ellis Clinic.**
3. **SUMMARY LIST of Records** See example below. Don't fret. Ellis Clinic will finish the list.
4. **Department of Labor / OWCP:** Decisions, Awards, District Medical Advisor and Second Opinion Physician Reports.
5. **Employer:** Official Job Description (Get from HR or Google) Employer Correspondence, job offers, Forms, etc.
6. **Your &/or Your Representative:** OWCP Forms CA-1, CA-2, CA-2a.
Note: Form CA-2 or CA-2a claims you need your Employee Statement. Google "Form CA-35" instructions for various claims.
7. **Operations:** Surgeries, Epidural injections, Dorsal Column Stimulators, etc. Hospital: Usually just the Discharge Summary.
8. **Tests:** MRI, X-Rays, EMG/NCS, etc.
9. **Physician Records:** Office Progress Notes, Letters and Reports.
10. **Non Physician Records:** Physical Therapy, Functional Capacity Tests etc.

Example of a Summary List

Records: John Doe OWCP#123456789 DOI 1/15/16

1. Department of Labor / OWCP:
 - a. 6/2/20 OWCP Acceptance letter
 - b. 1/15/20 OWCP Denial letter.
2. Employer:
 - a. Official Job Description
 - b. 7/3/20 Job Offer
3. Employee:
 - a. 1/15/19 Form CA-2.
 - b. Employee Statement
4. Operations:
 - a. 9/17/19 Back Surgery, Ima Cutter, M.D.
 - b. 2/4/19 Right Knee arthroscopy, Joe Bones, D.O.
5. Tests:
 - a. 5/3/19 MRI Lumbar Spine
 - b. 2/1/19 MRI Right Knee.
6. Physician & Hospital Records:
 - a. 1/17/19 - 2/3/21 Joe Bones, D.O.
 - b. 1/15/19 - 2/28/19 ABC Clinic: Ima Cutter, M.D. and others.

Federal Work Comp Law is Fair

OWCP Office of Workers' Compensation Programs • **FECA** Federal Employment Compensation Act

Why All the Problems?

- ★ Many Supervisors, Claims Examiners, doctors, attorneys and others do not know or follow the law.
- ★ Federal Work Comp is dependent upon doctors having Legal Medicine expertise.
- ★ Whoops! Legal Medicine is not taught in medical schools!
- ★ Good News! Federal employees, not your boss, get to pick your doctor to provide:
 - ◆ Getting Claims Accepted with Medical Rationale causation reports & Forms,
 - ◆ Set Work Restrictions,
 - ◆ Get Temporary Total Disability pay for time off work,
 - ◆ Schedule Awards money for injuries,
 - ◆ Protection from Government Harassment & Video Surveillance & More.

Let Ellis Clinic's Legal Medicine Team Assist You

Don't Give Up!

God Bless! Doc Ellis