

TOP TEN THINGS YOU NEED TO KNOW ABOUT NH WORKERS' COMPENSATION

1. Insurance Coverage — Have it for your employee even part time employees must be covered
2. Must file First Report within 5 days of notification of an injury.
3. First Aid Treatment — One time treatment less than \$2,000.00; you may pay but you must file First Report with the NH-DOL and no need to file with your carrier.
4. Communicate with the adjuster handling your employee's claim.
 - a. Advise them of any extenuating circumstances
 - b. Provide names of witnesses.
 - c. Advise the adjuster that you have a light duty program.
5. Reinstatement Laws — If you have 5 or more employees and the injured employee is released to return to work within 18 months of the injury by their treating physician, you must reinstate that employee to their former position.
6. Light Duty — If you have 5 or more employees, you must offer temporary alternative duty.
7. Job Modification Reimbursement — This provision provides for reimbursement of $\frac{1}{2}$ of the cost of a job modification up to \$5000 per year per employer. There does not have to be any lost time,

but there does have to be a First Report on file, and the application must have prior approval.

8. The Workers' Compensation Division does hold hearings to settle disputes in Workers Compensation cases. From time of request to time of hearing is usually 4-6 weeks.
9. Appeals of the hearing officers' decisions go to the Compensation Appeals Board. This board is administratively attached to the DOL. Time of request to time of hearing is 3 to 5 months.
10. When in doubt.... Call us we're here to help employees and employers. We can be reached at 603-271-3176.