

**NOTICE TO EMPLOYEES OF BETHLEHEM AREA SCHOOL DISTRICT
IN CASE OF WORK-RELATED INJURY**

1. If you suffer a work-related injury, you must report all incidents to your administrator or supervisor immediately. The district will pay for reasonable surgical, medical services, medicines and supplies as well as orthopedic appliances and prostheses, including training in their use.
2. In order to ensure that reasonable medical treatment will be paid by the district, you must select one of the designated health care providers listed below.
3. If you need treatment, you must continue to visit one of the providers listed below for ninety (90) days from the date of your first visit.
4. If you still need treatment after this ninety (90) day period, you may choose to go to another health care provider for treatment. You must notify the district of any change within five (5) days of your visit to this nondesignated health care provider of your choice.
5. If one of the providers listed below refers you to a licensed specialist, the district will pay the bill for these services.
6. If you are faced with a medical emergency, you must secure assistance from one of the following:

DESIGNATED HEALTH CARE PROVIDERS

Occupational Medical Resources	St. Luke's North 153 Brodhead Road, Bethlehem, PA 18017	610-954-3223
Emergency Department	St. Luke's Hospital 801 Ostrum Street, Bethlehem, PA 18015	610-954-4500
Emergency Room	Lehigh Valley Hospital – Muhlenberg 2545 Schoenersville Road, Bethlehem, PA 18017	484-884-2521
HealthWorks – Bethlehem	Muhlenberg Hospital Center 2649 Schoenersville Road, Bethlehem, PA 18017	484-884-2249
Emergency Department	Sacred Heart Hospital 421 Chew Street, Allentown, PA 18102	610-776-4622
Medical Center	Oakwood Medical Center 951 North Fourth Street, Allentown, PA 18102	610-434-8801
Emergency Care Unit	Easton Hospital 250 21 st Street, Easton, PA 18042	610-250-4002
Employee Health Network	3601 Nazareth Road, Easton, PA 18042	610-559-8520
Lehigh Valley Hospital Center	Cedar Crest Boulevard & I-78, Allentown, PA 18104	610-402-8111
HealthWorks - Allentown	1243 South Cedar Crest Boulevard, Allentown, PA 18103	610-402-9292
Chiropractor	Paul Duffy, D.C. Coordinator Health Systems 2775 Schoenersville Road, Bethlehem, PA 18017	610-861-8080 ext. 5305

QUESTIONS SHOULD BE REFERRED TO ALTA SERVICES - 1-800-293-9795

I acknowledge that I have read both sides of this document and received a copy for my files:

Name: _____

Date: _____

(OVER)

Notice of Employee's Rights and Duties:

1. The employee has the duty to obtain treatment for work-related injuries and illnesses from one or more of the designated health care providers for 90 days from the date of the first visit to a designated provider.
2. The employee has the right to have all reasonable medical supplies and treatment related to the injury paid for by the employer as long as treatment is obtained from a designated provider during the 90-day period.
3. The employee has the right, during this 90-day period, to switch from one health care provider on the list to another provider on the list, and that all the treatment shall be paid for the employer.
4. The employee has the right to seek treatment from a referral provider if the employee is referred to him by a designated provider, and the employer shall pay for the treatment rendered by the referral provider.
5. The employee has the right to seek emergency medical treatment from any provider, but that subsequent nonemergency treatment shall be by a designated provider for the remainder of the 90-day period.
6. The employee has the right to seek treatment or medical consultation from a nondesignated provider during the 90-day period, but that these services shall be at the employee's expense for the applicable 90 days.
7. The employee has the right to seek treatment from any health care provider after the 90-day period has ended and that treatment shall be paid for by the employer, if it is reasonable and necessary.
8. The employee has the duty to notify the employer of treatment by a nondesignated provider within 5 days of the first visit to that provider. The employer may not be required to pay for treatment rendered by a nondesignated provider prior to receiving this notification. However, the employer shall pay for these services once notified unless the treatment is found to be unreasonable by a URO, under Subchapter C (relating to medical treatment review).
9. The employee has the right to seek an additional opinion from any health care provider of the employee's choice when a designated provider prescribes invasive surgery for the employee. If the additional opinion differs from the opinion of the designated provider and the additional opinion provides a specific and detailed course of treatment, the employer shall determine which course of treatment to follow. If the employee opts to follow the course of treatment outlined by the additional opinion, the treatment shall be performed by one of the health care providers on the employer's designated list for 90 days from the date of the first visit to the provider of the additional opinion.