Northeast Washington ESD 101 (NEWESD 101) operates the Northeast Washington Workers’ Compensation Cooperative to provide industrial insurance benefits to 58 public school districts in Northeast Washington. The cooperative pays for approved medical, hospital, and related services due to workplace injuries. In addition to claims services, the cooperative also provides environmental, health, security, industrial safety, and risk management to member districts.

WHAT IS NEWESD 101?
At NEWESD 101 we are proud to serve and support 59 public school districts and 47 state-approved private schools in seven counties in eastern Washington (Adams, Ferry, Lincoln, Pend Oreille, Spokane, Stevens, and Whitman). We promote educational excellence by delivering essential, cooperative services to schools and other learning communities.

NEWESD 101 is the state’s largest ESD in the number of districts served and geographic region served, 13,998 square miles. All told, the region counts more than 96,000 K-12 students and 257 individual school buildings.

WHAT IS WORKERS’ COMPENSATION INSURANCE?
Workers’ compensation, provides no-fault industrial insurance benefits to employees of member districts who are injured in the course of their employment or develop an occupational disease as a result of their required work activities.

Early Return to Work - Importance of Light Duty

Part of a cost effective workers’ compensation system is a return to work program which enables injured workers to maintain their full wages while performing temporary, less physical tasks while they recover.

When released by their doctor, it is possible to do work outside their regular tasks, or department, which helps them recover, build strength, and maintain income.

Our claims adjusters will work with member school districts to see what light duty opportunity exists or can be provided.

Rev 07/2018
NEWESD 101 assists member districts with identification, guidance and prevention methods to environmental, health, and safety training issues that may impact a district, school, or employee. These services include...

- Accident Investigations
- Accident Prevention Program & Manual
- Asbestos Consultations
- Back injury prevention
- Confined Space
- Coordinate CPR & First Aid Trainings
- Ergonomic Evaluations
- Facility Reviews
- Fall Prevention
- Fire Prevention
- Hazardous Waste
- Health & Safety Risk Assessments
- Incident & Claims Loss Control Investigations
- Indoor Air Quality Investigations
- L&I Compliance Assistance
- Ladder Safety
- Lock Out Tag Out
- Noise Level Measurements
- On-Site, Phone & Email Consultations
- Personal Protective Equipment
- School Safety Manager Training
- Safety Seminars & Trainings
- Security
- School Mapping — “Rapid Responder”
- Stage & Rigging Inspections
- Trench Safety

Claims Reporting: Injured Employee’s Responsibilities

1. SEEK FIRST AID OR MEDICAL ATTENTION IF NEEDED.
2. INFORM YOUR SUPERVISOR IMMEDIATELY.
3. COMPLETE AN EMPLOYEE INCIDENT REPORT FORM.
   An employee incident may not require professional medical attention or workers’ compensation benefits; however, all employee incidents need to be recorded so facts of the injury, or near-miss, can be gathered to prevent future incidents and reduce workplace hazards.
4. WHAT IF I GO TO A MEDICAL PROVIDER?
   Contact NEWESD 101 at (509) 789-3516 or (800) 531-4290 to report the incident by providing details to the claims staff and obtain a claim number. Inform your medical provider that your injury is a work related incident.

   **Please note:** You are able to see any physician of your choice for your initial visit. **However, if you require additional medical care, your attending physician must be enrolled in the L&I medical provider network.** You can check your provider's network status at www.FindADoc.Lni.wa.gov.

5. WHAT DO I TELL THE MEDICAL PROVIDER?
   - Provide the medical provider with your claim number.
   - If you do not have a claim number, call NEWESD 101 at your earliest convenience.
   - Instruct the medical provider to forward all information to:
     NE WA Workers’ Compensation Cooperative
     4202 South Regal Street
     Spokane, WA 99223
     Phone (509) 789-3516
     Fax (509) 789-3780
   - Complete the Patient Information Section on the Physician’s Initial Report (PIR) provided by the doctor’s office.
   - **DO NOT FILE AN L&I STATE FUND CLAIM FORM.**
   - Obtain a note with your work status from the attending physician. Please advise NEWESD 101 Claims Department if you will be missing time from work.
   - Schedule a return appointment.

6. WHAT TO DO AFTER EACH MEDICAL PROVIDER VISIT.
   - Call or fax NEWESD 101’s Claims staff to report your work status.
   - Phone (509) 789-3516, Fax (509) 789-3780.
   - Report your return to work status to your supervisor immediately.
   - Provide your supervisor & NEWESD 101 a copy of your work status.