


Customer Workers Compensation Jurisdictional Resource - Arizona

Issue	Mandatory	What & How	Impact	State Forms
Timely Reporting of Claims	<p>Yes</p> <p>The employee has one year to file a report of injury.</p> <p>The employer must report a claim within 10 days.</p>	<p>Employee files a Arizona Form 102 - Worker's and Physician's Report of Injury (not available online-in physicians office) or by filing a Arizona Form 407 - Worker's Report of Injury which can be mailed or downloaded from the internet.</p> <p>Employers file a Arizona Form 101 - Employer's Report of Injury automatically when a new claim is reported to Travelers via telephone or internet reporting.</p>	<p>Early reporting of claims has been proven to decrease claim costs because of early intervention and investigation.</p>	<p>Arizona Form 101 - Employer's Report of Injury</p> <p>Arizona Form 102 - Worker's and Physician's Report of Injury (not available online-in physicians office)</p> <p>Arizona Form 407 - Worker's Report of Injury</p>
Drug Free Workplace	<p>No</p> <p>Drug testing is not mandatory.</p>	<p>N/A</p>	<p>A drug testing program may deter individuals from using drugs/alcohol in the workplace creating a safer environment for all employees.</p>	<p>N/A</p>
Managed Care Law	<p>No</p> <p>Unless employer is self-insured. Employees have the right to choose their own physician.</p>	<p>Once employees are seen by the same physician twice, that physician becomes their treating provider.</p>	<p>Employees should be directed for initial care to a network physician.</p>	<p>N/A</p>

Timely Reporting of Employee Returning to Work	Optional	Work status reports provided via email, phone, or fax will ensure the information gets to Travelers in a timely manner and that the worker is paid appropriately.	Any delay on the part of the employer in providing an updated work status may result in an overpayment of benefits to the injured worker	N/A
Bona Fide Job Offers	Optional	Job offers should be made in writing, sent certified mail, and include the start date, work location, hourly wage, hours/days work is available, description of the physical requirements, and description of the duties the injured worker will be expected to perform.	If litigation is involved and the offer is not made in writing, it becomes more difficult to prove an offer was made. As a result, we could end up paying disability benefits.	N/A
Wage Statements	Yes A 52 week wage statement is required.	The report must show gross wages by pay period, the hourly wage and must be for the 52 weeks prior to the date of injury.	An accurate wage statement ensures payment of accurate benefits and will decrease litigation in this area.	N/A
Posting of Notices	Yes Employers are required to post notices which state that employees are provided workers' compensation insurance coverage, that employees have the right to reject such coverage, and must have a work exposure to bodily fluids notice posted. These notices must be in English and in Spanish.	The notices must be posted in a conspicuous place accessible to employees in each of the employer's place(s) of business.	Failure to post Notices can result in employee claims being heard in the civil arena as employers will lose their defense of workers' compensation as an exclusive remedy.	Arizona Workers Compensation Poster Arizona Poster - Work Exposure to Bodily Fluids (english) Arizona Poster - Work Exposure To Bodily Fluids (spanish)



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