

Important Workers' Compensation Information

We, in the Workers' Compensation Department at Cast & Crew and CAPS, congratulate you on your upcoming production and hope it will be a resounding success!

When injured employees are treated at authorized facilities they receive appropriate prompt care resulting in claims being managed more effectively to the benefit of all parties, especially the injured worker. We have organized a network of authorized facilities, which include the use of a Medical Provider Network (MPN) in California. Use the address search in the links below to locate the nearest medical facility:

California locations:

- Go to: <http://ekhealthselect.ekhealth.com/>

All Other State locations:

- Go to: www.intelleserver.com/castandcrew
 - User ID: CastandCrew
 - Password: Workcomp1 (password is case sensitive)

If you prefer, before filming, you can send an email to us with your exact addresses for shooting location(s) and we will send you a list of authorized facilities in your area which you can use in case of an injury. Emails may be sent to workcomp@castandcrew.com.

Locations in CO, GA, PA, TN, and VA must post a panel of medical facilities. Prior to filming, please send your shooting location address to workcomp@castandcrew.com and request a Work Comp Medical Panel.

Using an unauthorized medical facility may delay the process of workers' compensation claims and may create unnecessary coverage complications.

Each set or workplace should designate one person as First Aid or Set Medic. **This person will be in charge of making sure all claims are reported promptly to Cast & Crew Risk Management.**

In order to avoid delays and make claim reporting easier for your designated person, at the beginning of production, please download our Claim Reporting App, "**Stars Intake**", from Google Play or the App Store.

Every injury/incident MUST be reported - no matter how slight or minor it may appear.

Please be advised that each state has requirements and time limits for reporting injuries. The production company is responsible for any and all PENALTIES which are assessed due to late reporting or failure to report by production and will be billed as an additional pass through charge. In order to avoid penalties, we advise that all injuries or illnesses be reported within 24 hours.

REPORTING AN INJURY / ILLNESS

The employees' supervisor or designated person must complete the interview questionnaire – IMMEDIATELY – which is located in our Claim Reporting App, Stars Intake. Log in Credentials are listed below or can be retrieved from our website.

Log in Credentials for the app:

Customer ID: C236

User ID: CastandCrew

Password: Workcomp1 (password is case sensitive)

In the case that the app is unavailable (no cell data), please complete the backup Workers Compensation Injury Illness Report included and e-mail or fax it to us at workcomp@castandcrew.com or (818) 848-4614.

CA employees or injured CA Residents must also complete the CA DWC-1 and submit it with the app or via e-mail or fax to workcomp@castandcrew.com or (818) 848-4614.

Refusal of Medical Aid:

If the employee refuses medical aid following an injury, please have them fill out and sign the Right of Refusal of Medical Aid form and send to Cast & Crew immediately.

Cast & Crew is continuously striving to provide you and the injured employees a hassle-free experience. We try to anticipate your needs and be proactive in our approach. Should you have any questions regarding procedures or suggestions for improvement, please do not hesitate to call the Workers' Compensation Department, at (818) 848-6022.

OSHA REPORTING REQUIREMENTS

Production is responsible to adhere to all OSHA requirements. The following are highlights of OSHA requirements. For more information, please see <https://www.osha.gov/>

As of January 1, 2015, report the following to OSHA:

1. All work-related fatalities within 8 hours.
2. All work-related inpatient hospitalizations, all amputations and all losses of an eye within 24 hours of finding about the incident.

Only fatalities occurring within 30 days of the work-related incident must be reported to OSHA. Further, for an in-patient hospitalization, amputation or loss of an eye, these incidents must be reported to OSHA only if they occur within 24 hours of the work-related incident.

You can report to OSHA by:

1. Calling OSHA's free and confidential number at 1-800-321-OSHA (6742).
2. Calling your closest Area Office during normal business hours.
3. Reporting online.