



## **PROCEDURE FOR FILING A CLAIM**

After you have filed a claim with the Workers Compensation Carrier:

1. Complete the Employee Section of the claim form.
2. Have your doctor complete the Attending Physician's Section of the claim form.
3. Mail completed claim form along with a copy of your last compensation check to the Administration Office
4. Include a **copy of your last compensation check** with the completed form.

**Heating, Piping and Refrigeration Medical Fund**

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