

**WORKERS' COMPENSATION STATUTORY TIMELINES: (This is not an inclusive list.)**

|   |                                  |  |   |
|---|----------------------------------|--|---|
| <b>Employee Notice of Injury to Employer</b>        | <b>C-1 Form</b>                  | <b>Within 7 calendar days of accident</b>  | <b>per NRS 616C.015</b>   |
| <b>Employee Seeks Medical Treatment</b>             | <b>C-4 Form</b>                  | <b>Within 90 calendar days of accident</b>   | <b>per NRS 616C.020</b>   |
| <b>Physician Reporting</b>                          | <b>C-4 Form</b>                  | <b>Within 3 working days of initial treatment</b>  | <b>per NRS 616C.040</b>   |
| <b>Employer Report to Third Party Administrator</b> | <b>C-3 Form</b>                  | <b>Within 6 working days of receipt of C-4 Form**</b>  | <b>per NRS 616C.045</b>   |
| <b>Employer Verification of Employee Wages</b>      | <b>D-8 Form</b>                  | <b>Same as C-3 if employee expected to be off work for 5 or more days</b>  | <b>per NRS 616C.045</b>   |
| <b>Claim Determinations</b>                         | <b>Third Party Administrator</b> | <b>Within 30 calendar days of receipt of C-4 Form for accident claims.</b>   | <b>per NRS 616C.065</b>   |
| <b>Claim Determinations</b>                         | <b>Third Party Administrator</b> | <b>Within 30 working days of receipt of C4 form for occupational disease claims.</b>                                       | <b>per NRS 617.356</b>  |
| <b>Change of Treating Physician</b>                 | <b>Employee</b>                  | <b>Within 90 calendar days of claim acceptance</b>   | <b>per NRS 616C.090</b>   |
| <b>Filing for hearing with the Hearing Officer</b>  | <b>All parties</b>               | <b>Within 70 calendar days</b>   | <b>per NRS 616C.315</b>   |
| <b>Filing for hearing with the Appeal Officer</b>   | <b>All parties</b>               | <b>Within 30 calendar days</b>   | <b>per NRS 616C.345</b>   |
| <b>Claim Reopening</b>                              | <b>Employee</b>                  | <b>Lifetime -<br/>Exceptions: If no lost time and no PPD - one year.<br/>Claims less than \$800 - no reopening rights.</b> | <b>per NRS 616C.390<br/>per NRS 616C.390<br/>per NRS 616C.235</b> |

**\*\*State policy is for supervisor to complete the C-3 Form upon notice that the employee intends to seek medical treatment or at the time the employee completes a C-1 Form.**

**IMMEDIATE COMPLETION OF THE C-3 FORM IS CRITICAL TO CLAIMS PROCESS**