



NOTICE OF COVERAGE

August 1, 2017 through August 1, 2018

Loyola University New Orleans is insured for Workers Compensation and Employer's Liability with Louisiana Workers Compensation Corporation under policy number 81753. This coverage extends to all employees who are injured or become ill while at work for Loyola. Please direct specific questions regarding this coverage to the Loyola Risk Management office by calling (504) 865-3141. Medical care providers should contact Loyola's Human Resources office at (504) 864-7757 to verify employment.

LWCC Information:

2237 South Acadian Thruway

Baton Rouge, Louisiana 70808

Corporate Offices: 225-924-7788

Employers' Injury Reporting Service: 800-395-0303

Claims Information: 800-267-2410

In the event of an occupational injury or illness, employees should seek appropriate medical treatment immediately. Injured employees should notify medical care providers that they were injured while at work and that the above policy should respond on their behalf.

In order to properly report a claim for Workers Compensation benefits, injured employees must complete Loyola's Accident/Injury Report as soon as possible after incident. An injured employee's immediate supervisor must also complete a Supervisor's Accident Investigation Report immediately after the incident. Both forms are located at injury.loyno.edu.

Upon submission, these forms will be automatically routed to the Office of Risk Management.