

WORKERS' COMPENSATION INJURY PROCEDURES

- **ALL work-related injuries or illnesses REQUIRE the completion of the **EMPLOYEE INJURY REPORT** . A copy of this form should be forwarded to Human Resources.**

NOTE: State law requires the forms be completed and recorded within **SEVEN DAYS after the date of occurrence. Please return the forms to the Human Resource Office within the legal timeframe or we may be subject to large fines.*

IF medical attention is required:

- Employees must go to **CONCENTRA** (see attached list of locations) to be assessed.
- All **EMPLOYEE INJURY REPORT** forms should be faxed or e-mailed to Human Resources immediately (248-726-3187). A delay in submitting this form may mean a delay in treatment.
- The attached **AUTHORIZATION FOR EXAMINATION OR TREATMENT** form should be completed and the employee should present it to the clinic at the time of treatment. A building administrator or secretary can sign the form. Concentra will **not** treat you without prior authorization.
- No appointment is necessary. Hours vary by location.
- **Failure to follow these steps may result in delay in treatment.**
- If the injury is life threatening, please proceed to Henry Ford Rochester Hospital Emergency room. 1101 W. University Drive.
- After treating with Concentra, employees may have the opportunity to treat with their own physician, however it **MUST be pre-approved** by our workers' compensation carrier before the visit or payment may be denied. Employees should contact Amy Gora directly if they would like authorization to see their own physician.
- If an employee is placed on "restrictions" by a physician and is unable to perform their own job, Human Resources will attempt to place them in a "restricted duty" position until they are able to return to their regular duty work. Please contact Amy Gora immediately if an employee is unable to work in their regular position due to a work-related injury.
- **Attendance in Absence Management can be coded by building personnel as 19-worker's comp. If you are unable to use the W/C code, please code as 01-personal illness and contact Amy Gora.**

Please contact Amy Gora at ext. 3112 if any of the procedures are unclear or questions arise regarding any workers' compensation claims.

ROCHESTER COMMUNITY SCHOOLS

EMPLOYEE INJURY REPORT

This report is to be completed by any employee of Rochester Community Schools injured on school property. Describe fully the circumstances of the injury, alleged cause and piece of equipment, furniture, etc. involved.

Name		Phone number		DEN number	
Address City, State, Zip					

INJURY/MEDICAL DATA

Date of Injury		Time		Location	
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What was the employee doing just before the incident occurred. Describe activity, tools or materials. Be specific: _____

How did the injury occur? Example: "When ladder slipped on wet floor, worker fell 20 feet." _____

Describe the injury: _____

Name the object or substance that directly attributed to the accident. _____

BODY PART				TYPE OF CONDITION			
Abdomen	Forearm(s)	Ribs		Abrasion	Grinding Wound	Repetitive Motion Disorder	
Ankle(s)	Groin	Shoulder(s)		Amputation	Hearing Loss	Scratch	
Back	Hand(s)	Spine		Avulsion	Heart Attack	Silver	
Buttock(s)	Head	Stomach		Blister	Heat (cramps, stroke)	Splinter	
Calf(s)	Hip(s)	Teeth		Burn	Hernia	Sprain / Strain	
Chest	Jaw	Thigh(s)		Contusion	Infection	Slip / Fall	
Ear(s)	Knee(s)	Throat		Death	Insect bite	Other	
Elbow(s)	Leg(s)	Thumb(s)		Dermatitis	Irritation (dust)	ACTION TAKEN:	
Eye(s)	Lungs	Toe		Foreign Object	Irritation (vapor)		
Face	Mouth	Upper Arm(s)		Fracture	Laceration		
Finger(s)	Neck	Whole Body		Frostbite	Pulmonary Condition		
Foot	Nose	Wrist(s)		Ganglion	Puncture Wound		

Provider Name: _____ Address: _____ Phone: _____

Witness: _____ Date: _____ Phone: _____

Person Preparing Report: _____ Report Date: _____

Supervisor Signature: _____ Date: _____

Supervisor should retain a copy and send a copy of this report to Amy Gora, HR Benefit Specialist



(Patient must present Authorization and Photo ID at the time of service.)

Authorization for Examination or Treatment

Patient Name: _____ Social Security Number: _____

Employer: Rochester Community Schools Date of Birth: _____

Street Address: 52585 Dequindre, Rochester MI 48307 Location Number: _____

Temporary Staffing Agency: N/A _____

Work Related

☐ Injury ☐ Illness

Date of Injury _____

Substance Abuse Testing* (check all that apply)

☐ Regulated drug screen ☐ Breath alcohol

☐ Collection only ☐ Hair collect

☐ Non-regulated drug screen ☐ Rapid drug screen

☐ Other _____

Type of Substance Abuse Testing

☐ Preplacement ☐ Reasonable cause

☐ Post-accident ☐ Random

☐ Follow-up

Special instructions/comments:

Physical Examination

☐ Preplacement ☐ Baseline ☐ Annual ☐ Exit

DOT Physical Examination

☐ Preplacement ☐ Recertification

Special Examination

☐ Asbestos ☐ Respirator ☐ Audiogram

☐ Human Performance Evaluation*

☐ HAZMAT ☐ Medical Surveillance

☐ Other _____

Billing (check if applicable)

☐ Employee to pay charges

★ Due to the nature of these specific services, only the patient and staff are allowed in the testing/treatment area. Please alert your employee so that they can make arrangements for children or others that might otherwise be accompanying them to the medical center.

Authorized by: _____ Title: _____
Please print

Phone: _____ Date _____

Concentra now offers urgent care services for non-work related illness and injury. We accept many insurance plans.

(Copies of this form are available at www.concentra.com)

Greater Detroit Area Center Leadership

Location	Clinicians & Therapists	Center Operations Director	Account Executive	Hours
Airport-Romulus 10912 Wayne Road Romulus, MI 48174 AirportRomulus@concentra.com Phone (734) 955-7000 Fax (734) 955-7006 32313	CMD: Gary Davis, MD Muhammad Muizuddin, PA-C Ken Gahry, PA-C ADCS: Timothy Zoma, DPT <u>Associate Director of Clinical Services</u> Samantha Mikek, DPT	ADO: Jamie Brewer JalBrewer@concentra.com ACOD: Desean Williams Desean_Williams@concentra.com ACOD: Cutrea Sublett Cutrea_Sublett@concentra.com	Ian Mikowski IMikowski@concentra.com (616) 307-0307	24 Hours, 7 days a week Physical Therapy: 7:00 am - 6:00 pm M-F Specialists by Appointment
Allen Park 17500 Federal Drive Suite 750 Allen Park, MI 48101 AllenPark@concentra.com Phone (313) 982-1370 Fax (313) 982-1376 32328	CMD: Muhammad Shah, MD Lisa McLean, PA-C CTD: Aaron Brumbaugh, DPT	COD: Torie Keene Victoria.keene@concentra.com ADO: Jamie Brewer JalBrewer@concentra.com	Alyssa Burke ACBurke@concentra.com (248) 459-5318	8:00 am - 5:00 pm M-F Physical Therapy: 8:00 am - 5:00 pm M-F Specialists by Appointment
Ann Arbor 3131 S. State Street Ann Arbor, MI 48108 AnnArbor@concentra.com Phone (734) 213-6285 Fax (734) 213-6482 32341	CMD: Joseph Valle, MD Katie McDonald, PA-C CTD: Tyler Brown, DPT	COD: Arijana Molla arijana_nikaj@concentra.com ACOD: Jimisha Pharr JPharr@concentra.com	Ian Mikowski IMikowski@concentra.com (616) 307-0307	8:00 am - 6:00 pm M-F Physical Therapy: 8:00 am - 5:00 pm M-F Specialists by Appointment
Auburn Hills 4403 Interpark Drive Auburn Hills, MI 48326 Pontiac@concentra.com Phone (248) 276-3999 Fax (248) 276-3998 32333	CMD: Maureen Dailey, DO Open position CTD: Betty Diener, DPT	COD: Mandy Smith ManSSmith@concentra.com ACOD: Nicole Ventura NMVentura@concentra.com	Alyssa Burke ACBurke@concentra.com (248) 459-5318	8:00 am - 7:00 pm M-F Physical Therapy: 8:00 am - 5:00 pm M-F Specialists by Appointment
Brighton 7960 West Grand River, Ste 100 Brighton, MI 48114 Brighton@concentra.com Phone (810) 225-9800 Fax (810) 225-9807 32342	CMD: Jeremy Taliercio, MD CTD: David Molnar, PT	COD: Patrick Hahn PTHahn@concentra.com	Ian Mikowski IMikowski@concentra.com (616) 307-0307	8:00 am - 5:00 pm M-F Physical Therapy: 8:00 am - 5:00 pm M-F Specialists by Appointment
Chesterfield 50110 Gratiot Ave Chesterfield, MI 48051 Chesterfield@concentra.com Phone (586) 949-6336 Fax (586) 949-0206 32323	CMD: Open Position Scott Tycholiz, PA-C CTD: Steven Walker, PT	COD: Britani Talos britani_talos@concentra.com	Alyssa Burke ACBurke@concentra.com (248) 459-5318	8:00 am - 5:00 pm M-F Physical Therapy: 8:00 am - 5:00 pm M-F
Downtown Detroit 2630 East Jefferson Ave Detroit, MI 48207 DowntownDetroit@concentra.com Phone (313) 259-7990 Fax (313) 259-7294 32324	CMD: Open Position Trevor Earl, PA-C (effective April 14) CTD: Navdeep Singh, PT	COD: Joshua Palmer JLPalmer@concentra.com ACOD: Trais Cooper TrCooper@concentra.com ADO: Timothy Jackson TiMJackson@concentra.com	Alyssa Burke ACBurke@concentra.com (248) 459-5318	7:00 am - 6:00 pm M-F 10:00 am - 2:00 pm Sat Physical Therapy: 7:00 am - 4:00 pm M-F

Greater Detroit Area Center Leadership

Location	Clinicians & Therapists	Center Operations Director	Account Executive	Hours
Fraser 33089 Groesbeck Hwy Fraser, MI 48026 Fraser@concentra.com Phone (586) 296-2800 Fax (586) 296-6190 32319	<u>CMD: Victor Abuel, MD</u> Vanessa Phan-Dang, NP-C <u>CTD: Mark Lee, DPT, OMPT</u> Marc Aiuto, DPT	<u>COD: Bryan Harris</u> bryan_harris@concentra.com <u>ACOD: Regina Shade</u> RShade@concentra.com	<u>Alyssa Burke</u> ACBurke@concentra.com (248) 459-5318	7:00 am - 6:00 pm M-F 10:00 am – 2:00 pm Sat <i>Physical Therapy:</i> 7:00 am - 6:00 pm M-F
I96 28196 Schoolcraft Road Livonia, MI 48150 I96@concentra.com Phone (734) 425-4600 Fax (734) 425-1185 32317	<u>CMD: Renee Nilan, MD</u> William Rogers, PA-C <u>CTD: Deanne Hoeft, PT</u>	<u>COD: Sierra Ingram</u> sierra_ingram@concentra.com <u>ACOD: Amber Miles</u> ambmiles@concentra.com	<u>Ian Mikowski</u> IMikowski@concentra.com (616) 307-0307	8:00 am - 6:00 pm M-F 10:00 am – 2:00 pm Sat <i>Physical Therapy:</i> 8:00 am - 5:00 pm M-F
Livonia 34095 Plymouth Rd Livonia, MI 48150 Livonia@concentra.com Phone (734) 513-2000 Fax (734) 513-7263 32312	<u>CMD: Megan Dougherty, MD</u> Natalia Migas, PA-C <u>CTD: Rebecca Gietzen, DPT</u> Julie Butler-Talovich, OTR/CHT Ewa Pooley, PT	<u>COD: Jennifer Herzfeld</u> jherzfeld@concentra.com	<u>Ian Mikowski</u> IMikowski@concentra.com (616) 307-0307	8:00 am - 5:00 pm M-F <i>Physical Therapy:</i> 7:00 am - 5:00 pm M-F Specialists by Appointment
Novi 42875 Grand River Ave Suite 101 Novi, MI 48375 Novi@concentra.com Phone (248) 478-1616 Fax (248) 478-9450 32311	<u>CMD: Padmaja Morisetty, MD</u> Khushdeep Rayat, FNP-C <u>CTD: Mark Lowry, PT</u>	<u>COD: Amber Pilot</u> amber_pilot@concentra.com <u>ADO: Jamie Brewer</u> JalBrewer@concentra.com	<u>Ian Mikowski</u> IMikowski@concentra.com (616) 307-0307	8:00 am - 5:00 pm M-F 8:00 am – 2:00 pm Sat <i>Physical Therapy:</i> 8:00 am - 5:00 pm M-F Specialists by Appointment
Southfield 26185 Greenfield Rd Southfield, MI 48075 Southfield@concentra.com Phone (248) 569-2040 Fax (248) 569-2048 32318	<u>CMD: Lauren Robinson, MD</u> <u>CTD: Open Position</u>	<u>COD: Kristen Mathews</u> Kristen_Mathews@concentra.com <u>ADO: Timothy Jackson</u> TiMJackson@concentra.com	<u>Alyssa Burke</u> ACBurke@concentra.com (248) 459-5318	8:00 am - 5:00 pm M-F <i>Physical Therapy:</i> 8:00 am - 5:00 pm M-F
Sterling Heights 39333 Van Dyke Ave Sterling Heights, MI 48313 SterlingHeights@concentra.com Phone (586) 977-1510 Fax (586) 977-3261 32325	<u>CMD: Monica Bartoli, DO</u> Cherise Short, PA-C <u>CTD: David Chasney, DPT</u> Ramesh Srinivasan, PT Steven Skorna, OTR/L	<u>COD: Emma Persons</u> EPersons@concentra.com <u>ACOD: Amanda Beauchamp</u> ABeauchamp@concentra.com	<u>Alyssa Burke</u> ACBurke@concentra.com (248) 459-5318	7:00 am - 8:00 pm M-F <i>Physical Therapy:</i> 7:00 am - 6:00 pm M-F Specialists by Appointment
Troy 627 East Maple Rd, Ste 200 Troy, MI 48083 Troy@concentra.com Phone (248) 524-1912 Fax (248) 524-3901 32332	<u>CMD: Tara Caudill-Deaton, MD</u> Ace Tacderas, NP-C <u>CTD: Rachel Carrico, DPT</u>	<u>COD: Kaying Pettiford</u> kaying_pettiford@concentra.com	<u>Alyssa Burke</u> ACBurke@concentra.com (248) 459-5318	8:00 am - 5:00 pm M-F <i>Physical Therapy:</i> 8:00 am - 5:00 pm M-F Specialists by Appointment

Greater Detroit Area Center Leadership

Location	Clinicians & Therapists	Center Operations Director	Account Executive	Hours
Warren 11569 12 Mile Road Warren, MI 48093 Warren@concentra.com Phone (586) 582-0018 Fax (586) 582-0108 32316	<u>CMD: Ellen Coccitti, DO</u> Hamid Sadrnia, PA-C <u>CTD: David Walker, PT</u>	<u>COD: Kim Crothers</u> kim_crothers@concentra.com ACOD: Jackie Stevens Jackie_stevens@concentra.com	Alyssa Burke ACBurke@concentra.com (248) 459-5318	8:00 am - 7:00 pm M-F Physical Therapy: 7:00 am - 5:00 pm M-F
Woodhaven 19200 West Road Woodhaven, MI 48183 Woodhaven@concentra.com Phone (734) 287-3415 Fax (734) 287-4213 32334	<u>Clinical Manager</u> <u>Mike Hamade, PA-C</u> Jennifer Sherwood, PA-C <u>CTD: David Chefan, PT</u>	<u>ADO: Timothy Jackson</u> TiMJackson@concentra.com ACOD: Kenia Gutierrez Kenia_Salas@concentra.com	Ian Mikowski IMikowski@concentra.com (616) 307-0307	8:00 am - 5:00 pm M-F Physical Therapy: 8:00 am - 5:00 pm M-F

Grand Rapids Area - Center Leadership

Location	Clinicians & Therapists	Center Operations Director	Account Executive	Hours
Alpine 2331 Alpine Ave NW Grand Rapids, MI 49544 Alpine@concentra.com Phone (616) 785-2619 Fax (616) 447-1930 32372	<u>CMD: Open Position</u> <u>CTD: Erick Hernandez-Morales, DPT</u>	<u>COD: Stacey Jerke</u> stacey_jerke@concentra.com	Ian Mikowski IMikowski@concentra.com (616) 307-0307	8:00 am - 5:00 pm M-F Physical Therapy: 8:00 am - 5:00 pm M-F
Holland-MI 335 120th Ave Holland, MI 49424 Holland-MI@Concentra.com Holland-MIOnsite@concentra.com Phone (616)392-5222 Clinic Fax (616) 392-3653 PT Fax (616) 303-6450 32379	<u>Clinical Manager:</u> <u>Joel Wetzal, PA-C</u> Sara Chaffee, MD <u>CTD: Daniel Harvey, PT, DPT</u> (Effective 4/21/25)	<u>COD: Ashleigh Kooienga</u> AKooienga@concentra.com	Ian Mikowski IMikowski@concentra.com (616) 307-0307	7:00 am - 5:00 pm M-F Physical Therapy: 8:00 am - 5:00 pm M-F
Kentwood 436 44th St. SE, Suite A Grand Rapids, MI 49548 Kentwood@concentra.com Phone (616) 531-9750 Fax (616) 531-9710 32371	<u>CMD: Jennifer Dear, MD</u> Lori Hinds, PA-C <u>CTD: Leah Williamson, DPT</u> Joslyn Johnson, DPT	<u>COD: Andrew Koepke</u> AKoepke@concentra.com	Ian Mikowski IMikowski@concentra.com (616) 307-0307	7:00 am - 7:00 pm M-F 8:00 am - 2:00 pm Sat Physical Therapy: 7:00 am - 6:00 pm M-F

Midwest Region & Michigan Area Leadership

Medical Leadership	Operations Leadership	Physical Therapy Leadership	Sales & Account Managers
<u>Raad Yaldo, DO</u> SVP of Medical Operations Midwest Region Raad_yaldo@concentra.com (312) 961-8131 cell <u>Barry Leshman, DO</u> Sr. Director of Medical Operations Medical Centers & Specialists barry_leshman@concentra.com (248) 613-1311 cell	<u>Jennifer Fitzpatrick</u> SVP of Operations Midwest Region jennifer_fitzpatrick@concentra.com (513) 404-7329 cell <u>Michael Curtiss</u> Sr. Director of Operations Michael_curtiss@concentra.com (201)875-8042 cell <u>Jamie Brewer</u> Associate Director of Operations JalBrewer@concentra.com (313)410-8564 cell <u>Tim Jackson</u> Associate Director of Operations TiMJackson@concentra.com (734) 280-7164 cell	<u>Mark Glover, PT, DPT</u> SVP of Clinical Services mark_glover@concentra.com (248) 712-2218 office <u>David Diener, PT, DPT</u> Director, Clinical Services david_diener@concentra.com (586) 925-3348 cell <u>Sven Pfefferkorn, PT</u> Associate Director of Clinical Services sven_pfefferkorn@concentra.com (413) 244-4874 cell <u>Timothy Zoma, DPT</u> Associate Director of Clinical Services tzoma@concentra.com (248) 891-5198 cell	<u>Erika Roeder</u> VP of Sales - Midwest Region erika_roeder@concentra.com (513) 518-3841 cell <u>Aubrie Manis</u> Director of Sales aubrie_manis@concentra.com (248) 417-6402 cell <u>Melissa Black</u> Regional VP Customer Engagement Melissa_Black@concentra.com (770) 331-9146 <u>Sarah Barkell</u> Key Account Manager sarah_barkell@concentra.com (616) 600-1654 cell

Telemedicine: 855-835-6337

Concentra Billing Office

P.O. Box 5106, Southfield, MI 48086-5106

Toll Free (888) Occu-Med (888-622-8633)

Local (248)712-2100

Fax (248) 712-2340

(248) 712-2231 Darlene King, Director

(248) 712-2143 Sue Arnold, Billing Supervisor

(248) 712-2168 Nancy Stauffer, Injury AR Supervisor

(248) 712-2223 Theresa Michel, CBO Manager

(248) 712-2121 Christine Strickland, Cash App Supervisor

Full Time Float Clinicians

Kamel Barakat, MD

Andrea Breese, MD

Wadler Fleurina, PA-C

Anna Jonascu-Devine, MD

Rafik Mansour, PA-C

David Pommerening, MD

Carlin Stockson, MD