

**STATE OF NEW YORK – WORKERS’ COMPENSATION BOARD  
NOTICE OF COMPLIANCE  
WORKERS’ COMPENSATION LAW**

**TO EMPLOYEES  
IMPORTANT INFORMATION FOR EMPLOYEES WHO ARE INJURED  
OR SUFFER AN OCCUPATIONAL DISEASE WHILE WORKING.**

- 1) By posting this notice and information concerning your rights as an injured worker, your employer is in compliance with the Workers’ Compensation Law.
- 2) If you do not notify your employer within 30 days of the date of your injury your claim may be disallowed, so do so immediately.
- 3) You are entitled to obtain any necessary medical treatment and should do so immediately.
- 4) You may choose any doctor, podiatrist, chiropractor or psychologist referred by a medical doctor that accepts NY State Workers’ Compensation patients and is Board authorized. However, if your employer is involved in a certified preferred provider organization (PPO) you must first be treated by a provider chosen by your employer and your employer must give you a written statement of your rights concerning further medical care.
- 5) You should tell your doctor to file copies of medical reports concerning your claim with the Workers’ compensation Board and with your employer’s insurance company, which is indicated at the bottom of this form.\*\*
- 6) You may be entitled to lost time benefits if your work-related injury keeps you from work for more than seven days, compels you to work at lower wages or results in permanent disability to any part of your body. You may be entitled to rehabilitation services if you need help returning to work.
- 7) You should not pay any medical providers directly. They should send their bills to your employer’s insurance carrier. If there is a dispute, the provider must wait until the Board makes a decision before it attempts to collect payment from you. If you do not pursue your claim or the Board rules that your injury is not work-related, you may be responsible for the payment of the bills.
- 8) You are entitled to be represented by an attorney or licensed representative, but it is not required. If you do hire a representative do not pay him/her directly. Any fee will be set by the Board and will be deducted from your award.
- 9) If you have difficulty in obtaining a claim form or need help in filling it out, or if you have any other questions or problems about a job-related injury, contact any office of the Workers’ Compensation Board.

**WORKERS; COMPENSATION BOARD OFFICES**

Albany, 12241 – 100 Broadway-Menands (866) 750-5157 \*Brooklyn, 11201 – 111 Livingston St., - Brooklyn (800) 877-1373  
Binghamton, 13901– State Office Bldg. 44 Hawley St. (866) 802-3604 Buffalo, 14202– Statler Tower, 107 Delaware Ave. (866) 211-0645  
\*Hauppauge, 11788 – 220 Rabro Drive – Suite 100 (866) 681-5354 \*Hempstead, 11550 – 175 Fulton Avenue (866) 805-3630  
\*New York, 10027 – 215 W. 125th St., Manhattan – (800) 877-1373 \*Peekskill, 10566 – 41 North Division St. (866) 746-0552  
\*Queens, 11432 – 168-46 91st Ave., Jamaica (800) 877-1373 Rochester, 14614 – 130 Main Street West – (866) 211-0644  
Syracuse, 13203 – 935 James St., - (866) 802-3730

**\*DOWNSTATE MAIL ADDRESS - Claims-related mail for the Hauppauge, Hempstead, Peekskill and all NYC offices should be mailed to: P.O. Box 5205 Binghamton, NY 13902-5205**

**\*\* Contact your personnel department for Workers’ Compensation Insurance Carrier information \*\***

**THIS NOTICE MUST BE POSTED CONSPICUOUSLY IN AND ABOUT  
THE EMPLOYER’S PLACE OR PLACES OF BUSINESS.**

*Failure by an employer to post this notice in and about the employer’s place or places of business  
may result in a \$250 penalty for each violation.*

**C-105 (9-05) Prescribed by Chairman Workers’ Compensation Board State of New York [www.wcb.state.ny.us](http://www.wcb.state.ny.us)**

**WORKERS’ COMPENSATION NOTICE**

Employers must obtain and keep in effect workers’ compensation coverage for their employees; there must be no lapse in coverage even when switching insurance carriers. The law requires almost all employers operating in New York State to have workers’ compensation and disability coverage for their employees. This requirement can be fulfilled by purchasing insurance coverage through an insurance carrier or by obtaining authorization from the Board to be self-insured. Employers must post a notice of workers’ compensation coverage and employee rights. This notice is in a form prescribed by the Workers’ Compensation Board. Employers obtain the notice from their insurance carrier or, if self-insured, from the Board. The notice includes the name and address of the insurance carrier and the policy number of the employer. It must be posted in a conspicuous place in the employer’s place of business. Violations of this requirement can result in a fine of up to \$250 per violation.