

Welcome to Accident Fund!

As the WorkSafe People™, we're experts at helping our customers keep their workers safe and their costs down. A trusted name in workers' compensation since 1912, Accident Fund is financially strong and stable; rated "A-" (Excellent) by A.M. Best and a wholly-owned subsidiary of Accident Fund Holdings, Inc., one of the largest workers' compensation insurers in the country. Together we will share the goal of providing the safest work environment and quality care for your employees.

Website Access: As an Accident Fund policyholder, you now can access our secured policyholder website. The site provides links to paying your invoices online; claims reporting; useful forms; and our WorkSafe Toolbox™, which provides you access to tip sheets, online safety training modules, marketing materials and more. We've also partnered with CLMI Safety Training to provide a wide variety of low-cost safety-training videos from our online library.

To register for the first time on the Policyholder site, go to www.accidentfund.com, and click on Login under the policyholder section and then select Register Here under the For Initial Policyholder Login heading. You will need your policy number, Federal Employer Identification Number (FEIN) and your policy expiration date to register, which are all available on your policy.

Please note: Only one person can perform the initial registration process for the site. The first person to do so will be designated as the Security Administrator for their organization. This role is typically managed by a Human Resources staff member because of the responsibilities attached to the designation, which allows the individual to grant other users at their organization access to the site and any necessary applications via the Security Administrator tools. Instructions for Security Administrators as to how to set up other users are available on the site. All registered users will automatically be granted access to the WorkSafe Toolbox features; the Security Administrator will need to provide users with access to any applications they require, including Online Payments and Report a Claim.

Accident Fund's Online Claims Reporting: Our enhanced Report a Claim functionality, available on the Policyholder site, allows you to complete a claim quickly with your specific policyholder information pre-populated on the claim form. Once submitted you are immediately provided with a claim number. Or go to www.accidentfund.com and click on the Report a New Claim icon to be taken to our general First Report of Injury form for completion.

When Injury Occurs

1. In the event of a workplace injury, always take care of the employee first. If it's an emergency, dial 9-1-1 immediately.

2. Contact Accident Fund's Claims Express service within 24 hours. **To expedite claims reporting, please utilize our website.**

Online - www.accidentfund.com

Email - ClaimsExpress@accidentfund.com

Fax - 1-866-814-5595

Phone - 1-866-206-5851

3. Communicate with your injured employees.

Important information for filing a claim:

- Date of accident
- Employee's last day of work
- Policy number
- Expected return-to-work date
- Claim reported by: name, job, title, phone
- Type of injury
- Employee's Social Security number
- How the accident happened?
- Employee's full name, address, phone
- Date injury was reported to employer
- Employee's hire date and date of birth
- Employee's supervisor's name and phone

WorkSafe Care Pharmacy Program: This efficient and simple to use program eliminates up-front prescription costs to the injured worker and ensures that prescriptions are directly related to the workplace injury. The pharmacy program reduces employers' costs by up to 40%.

Loss Control Services: We provide your business access to a wide array of loss control services and online safety materials. Our experienced WorkSafe Consultants are in the field providing workplace assessments to identify job hazards, ergonomic and personal protective equipment enhancements, and loss trend analysis. Our no-cost safety training modules are accessible 24/7 for your employees, and loss control booklets and other printed materials are available on our website.

Translation Services: Accident Fund provides language translation services for your non-English-speaking employees. When you call Accident Fund with the first report of injury, inform your customer service associate that the injured employee speaks a language other than English.

Fraud Reporting: If you or an employee suspects workers' compensation fraud, contact our anonymous tip-line at 1-800-944-FRAUD (3728). All calls are confidential.

