

**44-5,102. Same; distribution upon notice of injury; preparation and dissemination.** (a) Immediately on receiving notice of injury to or death of an employee, the employer shall mail or deliver to the employee or legal beneficiary a clear and concise description of:

- (1) The benefits available under the workers compensation act;
- (2) the process to be followed in making a claim for benefits;
- (3) the identification of the person, firm or organization directly responsible for responding to and processing a claim for workers compensation benefits;
- (4) the responsibilities of the self-insured employer, insurance company or group-funded self-insurance plan;
- (5) the assistance available from the office of the director of workers compensation; and
- (6) the address and a toll-free telephone number that will facilitate access to the assistance available from the director's office.

(b) The director of workers compensation shall prepare the information required by subsection (a) within 180 days after the effective date of this act and shall provide a copy of such information to the commissioner of insurance. The information shall be made available in both English and Spanish language versions. The director of workers compensation shall reproduce or arrange for the reproduction and distribution of such information in sufficient quantities and in both English and Spanish language versions, when requested, to continuously accommodate the needs of self-insured employers under the workers compensation act in order to comply with this section and shall provide such information to such self-insured employers.

(c) The commissioner of insurance shall distribute a copy of such information to each insurance company authorized to transact workers compensation insurance in this state and each group-funded self-insurance plan. Each such insurance company and group-funded self-insurance plan shall reproduce or arrange for the reproduction and distribution of such information in sufficient quantities and in both English and Spanish language versions, when requested, to continuously accommodate the needs of their respective insured employers and members in order to comply with this section and shall provide such information to such insured employers and members therefor.

**History:** L. 1993, ch. 286, § 8; July 1.