



## Office of Workers' Compensation

Telephone: (225) 342-7555

1001 N. 23<sup>rd</sup> Street  
Baton Rouge, LA 70802

<http://www.laworks.net/>



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The Louisiana Office of Workers' Compensation Administration (OWCA) was created in 1983 in order to administer the Louisiana Workers' Compensation Act. The office exercises its authority under Chapter 10 of Title 23 of the Louisiana Revised Statutes.

The OWCA offers numerous services to the employees and employers of Louisiana. Currently, the office's sections are Administrative, Fraud, Hearings, Legal, Medical Services, OWCA Finance & Audit, Records Management, Second Injury Fund, and Workplace Safety.



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## **ADMINISTRATIVE**

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Sheral Kellar, Assistant Secretary/ Director  
Pauline Williams, Deputy Director

The OWCA is headed by an Assistant Secretary of Labor, who is also Director of the office. The Director is appointed by and serves at the pleasure of the Governor.

The telephone number for the Administrative section is (225)342-7561. The FAX number is (225) 342-5665. The email address is [owca@lwc.la.gov](mailto:owca@lwc.la.gov).

## **FRAUD**

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Diana Washington, Supervisor

The Fraud section detects and deters workers' compensation fraud and educates the public about the penalties for workers' compensation fraud. It conducts investigations within 30 days of reported workers' compensation fraud. The Fraud Section provides resources to employers and insurers to increase their awareness of potentially fraudulent claims and offers guidance to avoid future instances of fraud. These resources include training seminars, the promotion of the use of written and electronic material, and Internet resources, <http://www.laworks.net/FraudMenu.asp>, to report suspected fraud directly to the office.

The telephone number for the Fraud section is (800)201-3362. The FAX number is (225) 342-1880. The email address for the section is [wcfraud@lwc.la.gov](mailto:wcfraud@lwc.la.gov).



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## **HEARINGS**

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Diane Lundeen, Chief Judge

The Hearings section's primary duty is to resolve disputed workers' compensation claims filed with the Office of Workers' Compensation Administration. A claim for benefits, the controversion of entitlement to benefits, or other relief under the Workers' Compensation Act is initiated by filing the appropriate form (LWC-WC 1008) with the office. There are ten district offices located statewide: Alexandria, Baton Rouge, Covington, Harahan, Houma, Lafayette, Lake Charles, Monroe, New Orleans, and Shreveport. Their contact information can be viewed at [http://www.laworks.net/WorkersComp/OWC\\_districtofficelisting.asp](http://www.laworks.net/WorkersComp/OWC_districtofficelisting.asp)

The telephone number for the main office of the Hearings section is (800) 201-2499. The FAX number is (225) 342-4790.

## **LEGAL**

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The Legal section serves in an advisory capacity to the Director and the office staff in legal matters falling under the jurisdiction of the OWCA. It also represents the OWCA in all matters in which the Director or the office are named. It represents the State of Louisiana in defending constitutional challenges to the workers' compensation statutes and procedures.

The telephone number for the Legal section is (800) 201-3405. The FAX number is (225) 342-7593.

## **MEDICAL SERVICES**

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Dr. Jason Picard, Medical Director

The Medical Services section enforces the reimbursement schedule, audits specific medical bills, schedules independent medical examinations (IMEs), and reviews files for medical necessity of treatment (LWC-WC 1009). All disputes presented to the section are informally resolved by issuance of a recommendation by the Medical Director of the OWCA.

The telephone number for the Medical Services section is (800) 201-2494. The FAX number is (225) 342-6556. The email address for Medical Services is [MedicalServices@lwc.la.gov](mailto:MedicalServices@lwc.la.gov).



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## **OWCA FINANCE AND AUDIT**

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Jessica Masaracchia, Supervisor

The unit is tasked with financial audits of self-insured employers with regard to the accuracy of their Form 1000 reporting. In addition, the unit evaluates financials of companies seeking self-insured approval and forwards recommendations regarding approval of self-insured status; excess insurance retentions and security values. The unit reviews annual financial, excess insurance and security information on previously approved self-insured entities on a continuous basis. They review and submit approvals for service companies (TPA's) which service the self-insured employers. It is responsible for the auditing of bills submitted for reimbursement to determine if they meet reimbursement guidelines and in what amounts. Finance handles the support work involved in assessing, billing and collecting the annual OWCA Administrative Assessment in June of each year and the SIB Assessment in November of each year.

The telephone numbers for the Finance and Audit section are (800)201-3448. The FAX number is (225)342-7578.

## **RECORDS MANAGEMENT**

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André de la Fuente, Manager

The Records Management section is a support section for the OWCA. The section publishes the OWCA Annual Report, which highlights accomplishments of the OWCA in a given year and offers statistical information concerning workplace injuries and illnesses. It provides OWCA reporting forms, as well as instructions for their completion, by means of electronic filing on the website ([www.LAWORKS.net](http://www.LAWORKS.net)). The section responds to public record requests. It also serves as a repository for workers' compensation records and oversees the imaging of records of the office. In addition, the section provides copies of those records that are considered public records, whether on microfilm, electronically imaged, or on paper. It utilizes ISO EDI reporting Services, <http://www.lwcedi.info/>, for trading partners (insurers, self-insured employers, and claim administrators) to submit Employer Reports of Illness/Injury.

The telephone number for the Records Management section is (800) 201-3457. The FAX numbers are (225) 342-7582 and (225) 342-3539.



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## **SECOND INJURY FUND**

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“Michelle” Sumrall, Supervisor (SI Board Compliance)  
Jessica Masaracchia, Supervisor (SI Board Audit)

The Second Injury Fund (SIF), is an employer/insurer funded program, whose purpose is to encourage the employment of individuals with pre-existing permanent partial disability that is a hindrance or obstacle to obtaining employment. The SIF promotes the hiring of these individuals by protecting employers/insurers from excess liability for workers' compensation. The SIF reimburses employers/insurers for the medical and compensation costs paid to employees who have met the statutory qualifications and deductibles. The SIF provides an economic incentive to employers to hire or retain individuals with pre-existing disabilities. The SIF provides online claim status to employers and insurers. In addition, the SIF makes electronic fund transfer (EFT) options available to employers.

The telephone number for the Second Injury Fund section is (800) 201-2493. The FAX number is (225) 219-5968.

## **WORKPLACE SAFETY**

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Corey Gaines, Manager

The Workplace Safety section provides voluntary and confidential workplace inspections, on-site training and program assistance to employers in the state. The section administers the Cost Containment Program which offers eligible employers the opportunity to lower their workers' compensation insurance premiums. The section is responsible for distribution and processing of quarterly reports (LWC- WC 1017A) which identifies employers who are experiencing above-average injuries for their industry classification. It can also be entered online at [https://www.laworks.net/WC1017\\_mailer/](https://www.laworks.net/WC1017_mailer/). The report is due one month from the quarter reported. In addition, the section provides on-site facility inspections to identify hazards and assess program elements to ensure compliance with workplace safety provisions.

The telephone numbers for the Workplace Safety and Consultation section are (800) 201-2495 or (800)201-2496. The FAX number for Safety (225) 342-6756 and OSHA Consultation is (225) 342-5158.