



CLAIM REPORTING

Report all claims to:

**County Technical Services, Inc. (CTSI)
800 Grant Street, Suite #400
Denver CO 80203
Phone: 1-888-559-6829 or, 303-861-0507
Fax: 303-861-1022**

WORKERS' COMPENSATION:

CTSI will mail original claim forms in a complete Claims Packet directly to your District once coverage is bound. A *sample* copy of the packet material and the workers' compensation claim contacts at CTSI is provided in this section for your review. In the event of serious injuries or, those of a questionable nature, immediately contact your CTSI claim examiner by telephone.

Any lawsuits, charges, notices of claim, or any other such demands from any attorney claiming to represent an injured worker must be immediately sent to CTSI along with any documents attached to those suits, charges, notices or demands. It is especially important to make a notation of when the District received or, was served, with any of the above.

It is very important to list all known witnesses and take their statements, as well as to record complete and accurate documentation that you obtain from all parties who may have an account of the accident/claim.