



City College of San Francisco
Department of Human Resources
Worker's Compensation Unit

Employee Pre-Designation of Physician, Chiropractor, or Acupuncturist for Treatment of Work-Related Injuries.

Employee Information (Please Print Legibly)

Last Name First Name Middle Name or Initial

Class Number Class Title Social Security Number

Department Division/Bureau/Section

Supervisor's Name Supervisor's Telephone Number

If I sustain a work-related injury or illness in the course of my employment with the City and County of San Francisco and require medical treatment, I hereby select the Health Care Provider(s) listed below to provide and direct all necessary care. (Please print legibly)

Physician's Name Medical Group

Address Telephone

Chiropractor's Name (must also select a physician) Medical Group

Address Telephone

Acupuncturist's Name (must also select a physician) Medical Group

Address Telephone

Signature of Employee Date

Return this form to your Worker's Compensation Coordinator in the Vice Chancellor of Finance & Administration Dept. at 33 Gough Street.

Distribution: Original to Employee's Personnel File
Copy to Employee's Supervisor
Copy to Employee
Copy to Worker's Compensation Division

THIS FORM CONTAINS IMPORTANT INFORMATION ON ITS REVERSE SIDE

Employee Pre-Designation of Physician, Chiropractor, or Acupuncturist for Treatment of Work-Related Injuries.

Pre-Designation of Physician

Labor Code section 4600 requires industrially injured employees to seek treatment at the employer's designated treatment facility except in those cases where an employee has pre-designated a personal physician. If you pre-designated a physician, you may seek treatment directly from that physician.

To be valid, the pre-designation must be made before the industrial injury occurs. Additionally, the pre-designated physician must meet the following requirements:

- Must be a licensed physician and surgeon;
- Must be your primary physician and surgeon;
- Must have previously directed your medical care;
- Must maintain your medical records, including your medical history;
- Must agree to be pre-designated and adhere to all California Worker's Compensation rules and regulations.

Pre-Designation of Chiropractor or Acupuncturist:

Labor Code Section 4601 allows you to pre-designate a personal chiropractor or acupuncturist. However, before seeking treatment with your pre-designated chiropractor or acupuncturist, you must seek treatment either at the employer's designated facility or with your pre-designated physician. After January 1st 2005, you may not treat with your predestinated chiropractor or acupuncturist unless you pre-designated your primary care physician. The physician must refer you, or you must ask to make a one-time change of treating physician, to a chiropractor or acupuncturist.

To be valid, the pre-designation must be made before the industrial injury occurs. Additionally, the pre-designated chiropractor or acupuncturist must meet the following requirements:

- Must be a licensed chiropractor or acupuncturist;
- Must be your regular chiropractor or acupuncturist;
- Must have previously directed your chiropractic or acupuncture care;
- Must maintain your chiropractic or acupuncture records including your chiropractic or acupuncture history.

The Worker's Compensation Division will verify that your pre-designated physician, chiropractor, or acupuncturist meets these requirements at the time you seek treatment for an industrial injury. If the pre-designated treater does not meet these requirements, you will be referred to the employer's designated treatment facility or network.

Should you have any questions related to this procedure please contact the City College of San Francisco's Worker's Compensation Unit (415) 241-2234, or the City and County of San Francisco Worker's Compensation Division (415) 575-5600.