

BWC POLICY ON PUBLIC RECORDS - RELEASE OF INFORMATION

	Injured Worker/ Representative	Employer of Record/ Representative	Medical Providers	Other Government Agencies (1)	General Public (2)	Assigned MCO (3)	Non – Assigned MCO (4)
CLAIM INFORMATION							
Name of IW; Claim Number	Yes	Yes	Yes	Yes	NO	Yes	Yes
Verify Existence of Claim	Yes	Yes	Yes	Yes	NO	Yes	Yes
Employer, Reps, MCOs, Providers	Yes	Yes	Yes	Yes	NO	Yes	NO
Address, Phone # of IW	Yes	Yes	Yes	Yes	NO	Yes	NO
Claim Status	Yes	Yes	Yes	Yes	NO	Yes	NO
Allowed Conditions /ICD-9 Codes	Yes	Yes	Yes	Yes	NO	Yes	NO
Medical Records - Generated in the Course of Treatment	Yes	Yes	Yes	Yes	NO	Yes	NO
Medical Records – Generated to Determine IW’s Entitlement to Benefits (IMEs, C-84s, etc.)	Yes	Yes	Yes	Yes	NO	Yes	NO
Payments (compensation, medical benefits, attorney fees, etc.)	Yes	Yes	Yes	Yes	NO	Yes	NO
HIV/AIDS (only if allowed condition) (5)	Yes	Yes	Yes	NO	NO	Yes	NO
Psychological Conditions (only if allowed condition) (5) (6)	Yes	Yes	Yes	NO	NO	Yes	NO
Other Claim File Info, Generally	Yes	Yes	Yes	Yes	NO	Yes	NO
EMPLOYER INFORMATION							
Coverage Status or Risk Number	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Payroll/Wage Reported; Number of Employees	NO	Yes	NO	Yes	NO	NO	NO
Premium Amounts	NO	Yes	NO	Yes	NO	Yes	NO
Manual Number(s)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Security Deposit	NO	Yes	NO	Yes	NO	NO	NO
Rating Plan (Group, Retro, etc.)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Reserves	Yes	Yes	Yes	Yes	Yes	Yes	Yes
PROVIDER INFORMATION (7)							
Amount of Payment	Yes	Yes	Yes	Yes	NO	Yes	NO
Remittance Information	Yes	Yes	Yes	Yes	NO	Yes	NO
Description of Services, Supplies and/or Prescriptions Provided	Yes	Yes	Yes	Yes	NO	Yes	NO

- KEY:**
- (1) Information from a claim file shall be made available to authorized employees of governmental agencies whose official duties require the information. An employer’s reported payroll, premium, and security deposit shall be made available to the Governor, Committees of the General Assembly, the Auditor of State and the Attorney General.
 - (2) The General Public includes the spouse and/or any other relative of the injured worker, or any person(s) determined not to be a party, or the authorized representative of a party, to the claim. If a member of the general public has a signed, valid and current authorization, that person shall have access to all information available to the party who issued the authorization, unless limited to specific information by that party.
 - (3) The MCO is requesting risk information of an employer for which it is the assigned MCO or requesting claims information for a claim charged to an employer for which it is the assigned MCO.
 - (4) The MCO is requesting risk information of an employer for which it is not the assigned MCO or requesting claims information for a claim charged to an employer for which it is not the assigned MCO.
 - (5) Information regarding HIV/AIDS status or psychological conditions, which are *not* allowed in the claim, should be deemed confidential, and should not be released except to the injured worker or the medical providers of record. BWC may be required to cooperate with government agencies for the release of information related to HIV/AIDS or psychological conditions (allowed or disallowed) under certain circumstances. Accordingly, the Legal Division will make the determination, and should be consulted in the event of a request from an agency.
 - (6) This information may not be released if it is determined and documented by the physician to be detrimental to the injured worker.
 - (7) This information may be provided to the general public or a non-assigned MCO in a format that does not identify the information within a specific claim.