

## Manually Activating a Claim

| Application Type or Issue  | When to Manually Activate  |
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| <b>C-84/MEDCO 14</b><br>Request for Temporary Total Compensation   | Prior to building a TT or WL benefit plan into an allow/appeal status.   |
| <b>C-86</b><br>Motion Request  | <ul style="list-style-type: none"> <li>• Prior to building a benefit plan into an allow/appeal status.</li> <li>• Prior to setting or re-setting wages.</li> </ul> |
| <b>C-94A</b><br>(Request to set wages) Wage Statement  | Prior to setting or re-setting wages.  |
| <b>C-140</b><br>Application for Wage Loss Compensation   | Prior to building a benefit plan into an allow/appeal status.  |
| <b>C-9 or Request for Medical Treatment</b><br>Physician's Request for Medical Services or Recommendation for Additional Condition | Upon receipt of the final BWC/IC decision to allow the claim reactivation and after all appeal periods have expired.   |
| <b>IC-12</b><br>Notice of Appeal   | Never activated.   |
| <b>IC-32</b><br>Application for Lump Sum Payment   | Claim should already be in an active status.   |
| <b>L-102</b><br>Court Order Settlement   | Prior to issuing a court ordered settlement award.   |
| <b>Payment of a Medical Bill</b>   | Upon receipt of the final BWC/IC decision to allow the claim reactivation and after all appeal periods have expired.   |
| <b>Payment of Pharmacy Services</b>  | Upon receipt of the final BWC/IC decision to allow the claim reactivation and after all appeal periods have expired.   |
| <b>*DME or Prosthetic Device</b>   | Within three days of the MCO request.  |
| <b>**Retro C-9 or Request for Medical Service</b><br>The date of service is more than 13 months after the A/I Date of service.     | Upon receipt of the final BWC/IC decision to allow the claim reactivation and after all appeal periods have expired.   |

A C-92/C-92A, C-240, and/or an IC-2 will automatically activate a claim.

\*Refer to policy for list of [DME](#) the MCO can process without a BWC reactivation review.

\*\*Retro C-9 or requests for treatment where the date of service is within 13 months of the A/I date of service will be processed by the MCO without a BWC reactivation review.