



STATE OF WASHINGTON  
DEPARTMENT OF LABOR AND INDUSTRIES

## Employer Reporting Project

February 16, 2007

Dear Employer,

On January 1, 2007, the Employer Reporting Project began as scheduled. L&I received approximately 50 Report of Accidents (ROA's) in January. We also received a few concerns, but overall everything is going well.

The employer's main concern was -- *how do we get additional ROA's and other materials?*

To make it easier to get the materials you need, we've updated our website [www.LNI.wa.gov](http://www.LNI.wa.gov). You can print the documents, unless it is listed as an "order-only" item. **Please note the ROA is an "order-only" item.** To obtain order-only items or to get materials mailed to you, send your request to [EmployerReporting@LNI.wa.gov](mailto:EmployerReporting@LNI.wa.gov). When ordering, don't forget to include: your name, company name, UBI number, mailing address, telephone number, along with the form number and the quantity you need. Your request will normally be mailed within 5 business days of receipt.

The health care provider's concern we heard most often was - *what is the Employer Reporting Project and what is expected from the provider?*

To address this, we developed a handout (attached) that your injured worker can give to their provider along with the report of accident. The handout provides additional information about the program as well as the name and phone number of a contact person available to answer questions. Additional copies can be printed off our website [www.LNI.wa.gov](http://www.LNI.wa.gov) or requested by e-mail, [EmployerReporting@LNI.wa.gov](mailto:EmployerReporting@LNI.wa.gov).

Please do not hesitate to call me if you have any questions or if I can be of any further assistance. You can reach me at (360) 902-6201 or you can send me an e-mail at [EmployerReporting@LNI.wa.gov](mailto:EmployerReporting@LNI.wa.gov).

Thank you again for participating in this pilot project.

Shirley Morris  
Project Lead  
Employer Reporting Project