The 10 Rules of Workplace Safety

1. Always be responsible for the safety of yourself and others.
2. Always remember all accidents are preventable.
3. Always follow company rules, regulations and procedures.
4. Always assess the risks, Stop and think.
5. Always be proactive about safety.
6. Always deter from situations you’re not trained to handle.
7. Always manage the lift.
8. Always Be prepared.
10. Always take the safest path, never take shortcuts.

Risk & Benefits Management

NIGHT & ON-CALL
EMPLOYEES WORKERS’
COMPENSATION
INFORMATION GUIDE

If you are injured on the job:

1. Notify your employer immediately to get the name of an approved physician. Workers’ comp insurance may not pay the medical bills if you don’t report your injury promptly to your employer.
2. Notify the doctor and medical staff that you were injured on the job so that bills may be properly filed.
3. If you have any problems with your claim or suffer excessive delays in treatment, contact the State of Florida’s Division of Workers’ Compensation at 1-800-342-1741.

Dianne L. Howard, Director
Linda M. King, Risk & Safety Manager
Julie Sessa, Claim Specialist

Revised March 2016
WHAT TO DO IF INJURED AFTER HOURS:

- Report injury to Supervisor as soon as possible.
  (Informe de lesión a Supervisor tan pronto como sea posible)

- Fill out attached Report of Injury Form. 
  (Llenar el formulario adjunto informe de lesión)

- If medical treatment is needed select an approved Workers’ Compensation physician from the list in this booklet along with the completed Report of Injury Form. 
  (Si el tratamiento médico es necesario, seleccione a un médico de compensación aprobado en la lista en este folleto junto con el formulario informe de lesión)
  Note: The physician list is arranged by district area. 
  (Nota: La lista del médico es organizada por el área del distrito)

- If a prescription is needed see page 2 for detail information.
  (Si es necesario una prescripción, consulte la página 2 para obtener información detallada)

- For after-hours injuries or questions on care, call York Risk Services Group (YORK) after hours at:

  1-877-815-3272

Please visit the Workers’ Compensation website for the following:
http://www.palmbeachschools.org/riskmgmt/WorkersCompWorkersCompensationGuidelines.asp

- New Claim Instructions
- Doctors’ List
- Emergency Room (ER) Guidelines
- Modified Duty
- Frequently Asked Questions (FAQ)

IMPORTANT CONTACT NUMBERS

YORK…(Working Hours) ……..1-800-482-3272

YORK…(After Working Hours). 1-877-815-3272

PHARMACY ……………………………1-877-228-4814

RISK MANAGEMENT ……………..561-434-8677
  PX 48677
  561-434-8176
  PX 48176
Dear SDPBC Injured Worker,

The District uses the vendor listed below to assist you in obtaining prescription drugs related to your workers’ compensation claim. This form enables you to fill your first prescription written by your authorized workers’ compensation physician for the medications related to your recent work injury. Simply present the form below to the pharmacy at the time your prescription is filled. This form guarantees that you will have no out-of-pocket expenses when you fill your first prescription.

You may use your local pharmacy to process your prescription, or call the toll-free customer service number or visit the website below to identify additional network pharmacies in your area.

NOTE: This form allows you to fill your initial prescription(s) with a cost maximum of $150 per prescription and no more than a 14-day supply per prescription. Once your claim has been reviewed, you will be sent a prescription card in the mail. If you do not receive the pharmacy card within a few days, call the vendor at the number listed below.

Vendor Name: Helios Tmesys,  
Vendor Telephone: 1(888) 764-1284 
Vendor Website: www.tmesys.com 

Employer Name: School District of Palm Beach County  
BIN #: 004261 
RxPCN: CAL 
Group I.D: YORKFF

PRESENT THIS FIRST FILL PRESCRIPTION FORM TO YOUR PHARMACY

Vendor Name: Helios Tmesys,  
Vendor Telephone: 1(888) 764-1284 
Vendor Website: www.tmesys.com 

Employer Name: School District of Palm Beach County  
BIN #: 004261 
RxPCN: CAL 
Group I.D: YORKFF

SOUTH AREA WORKERS’ COMPENSATION PRIMARY CARE PHYSICIANS

Boca Medical Walk in Clinic  
9834 Glades Road, Suite C-5  
Boca Raton, FL 33434  
561-470-1110  
561-470-1184 (FAX) 

Monday - Friday  
9:00 am – 6:00 pm  
Saturday  
9:00 am – 3:00 pm

Delray Physician Care Center  
2280 W. Atlantic Avenue  
Delray Beach, FL  
561-278-3134  
561-278-3922 (FAX)  

Monday - Friday  
8:00 am – 7:00 pm  
Saturday  
8:00 am – 4:00 pm  
Sunday  
9:00 am – 3:00 pm

MD Now Urgent Care  
7035 Beracasa Way Suite 105  
Boca Raton, FL 33433  
561-361-1515  
561-361-6441

Monday - Friday  
8:00 am – 8:00 pm

US Health Works  
1786 N.W. 2nd Avenue  
Boca Raton, FL 33432  
561-368-6920  
561-368-6194 (FAX)  

Monday - Friday  
8:00 am – 6:00 pm  
Saturday  
8:00 am – 12:00 pm

ER Doctors  
Palomino Park 3319 SR7  
Wellington, FL 33449  
561-333-4400  
561-333-8851 (FAX)  

Monday—Sunday  
8:00 am — 8:00 PM
Approved Workers’ Compensation
Primary Care Walk-In Clinics
Guidelines

- All Line of Duty absences require doctor’s approval
- Visits to the Emergency Room shall only be approved for life threatening emergencies
- Any walk-in clinic on this list can be used
- Some clinics on this list are open Monday – Sunday from 7:30 am – 9:00 pm

After Working Hours, Please call 1-877-815-3272

- Please use approved providers only
- Only use the Emergency Room if it is an emergency
- Follow up with an approved physician is required after using the Emergency Room
- Services provided include tetanus shots/post-accident

NOTE: Lakeside Hospital for X-Rays

You will be asked to provide information such as:

- Your name
- Your home address and telephone number
- Date of Birth
- Employee I.D.
- Date, time, location and nature of the injury

WEST AREA
WORKERS’ COMPENSATION
PRIMARY CARE PHYSICIANS

MD Now Urgent Care
11551 Southern Blvd
Royal Palm Beach, FL 33411
561-798-9411
561-422-8161 (FAX)
Monday - Sunday 8:00 am – 8:00 pm

Palm Glades Rural Health Associates
217 West Avenue A
Belle Glade, FL 33430
561-992-4888
561-942-4888 (FAX)
Monday – Friday 8:30 am – 5:00 pm
Saturday 8:00 am – 1:00 pm
CENTRAL AREA
WORKERS’ COMPENSATION
PRIMARY CARE PHYSICIANS

MD Now Urgent Care
2272 N Congress Ave
Boynton Beach, FL 33426
561-737-1927
561-742-3436 (FAX)
Monday - Sunday
8:00 am - 8:00 pm

MD Now Urgent Care
4570 Lantana Road
Lake Worth, FL 33463
561-963-9881
561-963-1390 (FAX)
Monday - Sunday
8:00 am – 8:00 pm

MD Now Urgent Care
6868 Forest Hill Blvd
Greenacres, FL 33413
561-967-8771
561-439-5484 (FAX)
Monday - Sunday
8:00 am – 8:00 pm

EMERGENCY Center
Delray Medical Center
Pinewood Square Shopping Center
6250 Lantana Road
Lake Worth, FL, 33467 (Just East of Jog Rd)
844-437-3278 or 561-963-9909
Monday - Sunday
24-7

APPROVED
WORKERS’ COMPENSATION
PRIMARY CARE PHYSICIANS

Physician list is subject to change. Please check website and current postings for current up to date list.
http://www.palmbeachschools.org/riskmgmt/WorkersCamp/WorkersCompensationGuidelines.asp

All Line of Duty (LOD) absences require a Workers’ Compensation Physician Approval
NORTH AREA
WORKERS’ COMPENSATION
PRIMARY CARE PHYSICIANS

COACH Comp America/Urgent Care
4714 Okeechobee Blvd.
West Palm Beach, FL 33414
561-640-7505
561-640-7506 (FAX)

Monday - Friday
7:30 am – Midnight
Saturday & Sunday
9:00 am – 5:00 pm

Concentra Medical Center
4455 Medical Center Way, Suite 100
West Palm Beach, FL 33407
561-881-0066
561-881-5533 (FAX)

Monday - Friday
8:00 am – 6:00 pm

Gardens Urgent Care
3855 Northlake Blvd.
Palm Beach Gardens, FL 33410
561-626-4878
561-627-5112 (FAX)

Monday - Friday
8:00 am - 8:00 pm
Saturday - Sunday
9:00 am - 6:00 pm

MD Now Urgent Care
2007 Palm Beach Lakes Blvd.
West Palm Beach, FL 33409
561-688-5808
561-420-8550 (FAX)

Monday - Sunday
8:00 am – 8:00 pm

MD Now Urgent Care
9060 North Military Trail
Palm Beach Gardens, FL 33410
561-622-2442
561-622-6235 (FAX)

Monday - Sunday
8:00 am – 8:00 pm

Urgent Care of Palm Beaches
11951 US Highway 1, Suite 108
North Palm Beach, FL 33408
561-429-6106
561-429-6513 (FAX)

Monday - Friday
8:00 am – 7:00 pm
Saturday & Sunday
9:00 am – 4:00 pm

Tequesta Urgent Care
225 US Hwy 1
Tequesta, FL 33469
561-747-4464
561-747—5598 (FAX)

Monday - Friday
8:00 am – 7:00 pm
Saturday
8:00 am – 4:00 pm
Sunday
9:00 am – 3:00 pm