

Your Independent Medical Exam

Answers to some of the most commonly asked questions about independent medical exams (IMEs)

Why has a medical exam been scheduled for me?

A medical exam has been scheduled for you to ensure that you receive appropriate care for your workplace injury or occupational disease. Medical exams are required for any of the following reasons:

- Your doctor, employer or claim manager asked for an evaluation of your condition.
- We need to evaluate the extent of your impairment.
- There is a question about the type or duration of treatment you need.
- You asked to have your claim closed, reopened or allowed.
- You appealed our decision regarding your claim or are asking us to reconsider.

How will I be notified about the medical exam?

At least 14 days before the scheduled exam, Penser will send you a letter stating where and when it will take place. It is your responsibility to keep your appointment.

What if my exam needs to be rescheduled?

If you have good reason for rescheduling your exam and you give Penser enough notice, your claim will not be affected.

Penser makes every attempt to schedule appointment(s) with the necessary specialists in a location reasonably convenient for you. If you have concerns about the location or schedule, you must notify us at least five working days before the exam.

To reschedule, call the number listed on your letter or Penser at 509-420-7290.

Will I have to pay for the exam?

Penser will reimburse any reasonable costs for the examination if you appear and cooperate. These costs can include mileage reimbursement, lost wages if time away from work was required to attend the exam, and meal reimbursement. Scroll to page three for a sample of the reimbursement form.

If you fail to attend the exam without good cause, you may be deemed responsible for reimbursement to Penser of the associated no-show fee that will be incurred.

Who will do the exam?

A doctor will examine you. In some cases, several doctors may conduct the exam or a series of exams.

May I bring a friend or relative to the exam?

Yes, but he or she cannot be paid or have expenses reimbursed. If you are scheduled for a psychiatric exam, your companion will not be allowed in the examination room. You should not bring minor children to an IME exam.

What if I am asked to bring x-rays, MRIs or CT scans to the exam?

If you need help obtaining the x-rays, MRIs or CT scans, contact your doctor's office.

IME WAGE / MILEAGE REIMBURSEMENT REQUEST:

According to RCW 51.31.110, you are entitled to be paid your usual wage for time lost while attending an Independent Medical Examination scheduled for you, at the direction of your employer or the third party administrator, Penser NorthAmerica, Inc.

To be reimbursed, please complete the following and return it to our office (1802 Terminal Drive, Richland, WA 99354) along with a copy of your time card for the IME date, the original appointment letter and your supervisor's signature.

To expedite payment, please return within 30 days from the date of your appointment.

- 1. Date of appointment: _____
- 2. Were you scheduled to work this date: Yes / No
- 3. How many hours of work did you miss: _____
- 4. What is your current rate of pay per hour: _____
- 5. Round trip mileage to exam: _____
- 6. Have you changed employers since your injury? Yes / No

If yes, please provide the name, address, phone number and the date you started with the new employer in the space provided below.

- 7. Is your address on the appointment letter correct? If not, please provide the correct address below.

WORKER: With your signature, you are certifying that the above information is true and correct.
Signature (Injured Worker) _____ Date ____

SUPERVISOR: With your signature, you are certifying that the above information is true and correct.
Signature (Supervisor) _____ Date ____
