

**AVON GROVE SCHOOL DISTRICT**  
**WHAT TO DO IN CASE OF A WORK-RELATED INJURY**  
**EFFECTIVE JULY 1, 2020 THROUGH JUNE 30, 2021**

If you suffer a work-related injury, your health and well-being are our first concern. If the injury is of a serious nature and requires the assistance of an ambulance or rescue personnel, they should be contacted immediately. If the injury is of a less serious nature the following procedures must be followed:

1. If you suffer a work-related injury, the first thing you **MUST** do is report the injury to your supervisor. S/he or a designated person in your building will provide you with an SDIC packet, and your first step is to call SDIC @ (800) 445-6965 ext. 2101 or go online at [sdicwc.org](http://sdicwc.org) (click the "Report a Claim" button). You must also call **Amy Seamon, Payroll Specialist**.
2. If you require a prescription for your work-related injury or disease, do not use your personal health plan prescription card. Please use the Mitchell International First Fill Sheet which you will receive in the claim package. When you call in your report of injury to SDIC, they will assign you a claim number. Please use this claim number when seeing a panel physician.
3. If you suffer a work-related injury, **AVON GROVE SCHOOL DISTRICT** or our insurer will pay reasonable surgical and medical services and supplies, orthopedic appliances and prosthetics, including training in their use when needed. In order to ensure that your medical treatment will be paid for by **Avon Grove School District** or our insurer, **you must select from one of the health-care providers listed below for your initial care:**

The Occupational Health Center  
830 West Cypress Street  
Kennett Square, PA 19348  
(610) 444-6214  
**Area of Specialty: Occupational Medicine**

Penn Family Medicine Kennett  
402 McFarlan Road, Suite 102  
Kennett Square, PA 19348  
(610) 444-5678 Option 2  
**Area of Specialty: Family Medicine**

Penn Orthopedics (multiple locations)  
479 Thomas Jones Way, Suite 300  
Exton, PA 19341  
(215) 316-5151  
**Area of Specialty: Orthopedics**

Premier Orthopaedic Associates (multiple locations)  
400 McFarlan Road, Suite 100  
Kennett Square, PA 19348  
(610) 692-6280  
**Area of Specialty: Orthopedics**

Tower Health Urgent Care  
300 Old Forge Lane, #302  
Kennett Square, PA 19348  
(484) 778-8000  
**Area of Specialty: Urgent Care**

Vistarr Laser & Vision Center (multiple locations)  
415 McFarlan Rd; Suite 209  
Kennett Square, PA 19348  
(610) 692-8100  
**Area of Specialty: Ophthalmologist**

**Dental**

One Call Care Management  
(888) 539-0577

**For MRI/EMG/X-Ray/CT Scan**

One Call Care Management  
(800) 453-0574

**-or-**

Priority Care Solutions  
(866) 932-5779

**For Physical Therapy**

NovaCare Rehabilitation  
(866) 723-NOVA

**-or-**

One Call Care Management  
Physical Therapy/Chiropractic  
(866) 389-0211

**For Durable Medical Equipment**

One Call Care Management  
(800) 848-1989

**-or-**

Priority Care Solutions  
(866) 932-5779

**(walkers, TENs units, orthotics, etc.)**

**For Prescriptions**

Please use your Mitchell  
Pharmacy card at your local pharmacy to  
bill SDIC directly  
**(Giant, CVS, Rite Aid, Wal-Mart, Walgreens)**

4. Please call in advance for an appointment if you need treatment. You must continue to treat with one of these providers for ninety **(90 days)** from the date of your first visit.
5. If, after this ninety (90) day period, you still need treatment and the **Avon Grove School District** has provided this list as set forth above, you may choose to continue with this health care provider, or you may choose another provider. You must notify **Amy Seamon, Payroll Specialist** of this action within five (5) days of your first visit to the health care provider of your choice. Your bills will be paid if you have provided proper notice and if your provider files reports as required. (These reports must be filed within ten (10) days after your first visit and at least once a month for as long as treatment continues.)
6. If one of the health care providers listed above refers you to a specialist, the **Avon Grove School District** or our insurer will pay for these services as provided by law.

All workers' compensation claims will be processed on behalf of the School District by:

**SCHOOL DISTRICTS INSURANCE CONSORTIUM**

**P.O. BOX 1249**

**NORTH WALES, PA 19454**

**Phone: (800) 445-6965**

**ACKNOWLEDGMENT: I have been informed of and understand my rights and duties as specified herein.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

**\*At time of distribution, this information is accurate to the best of our knowledge. This panel is subject to change based on information received from the medical provider.**