

Dear Employee:

In the event you experience a work-related injury, our workers' compensation insurer, Berkshire Hathaway GUARD Insurance Companies* (Berkshire Hathaway GUARD), has selected the Coventry New Jersey MCO ("MCO") to assist you in your effort to recover and return to work in a safe and swift manner.

Coventry is an approved NJ MCO and has years' experience in offering its national network, care management and rehabilitation services. We are providing you with this initial notice to advise you about this workers' compensation program which will begin _____.
(Date)

What you should know about this program:

- If you have a work-related injury or illness, you will receive an Employee Notice which tells you about the rules and responsibilities of the MCO.
- You must receive all medical care through the Coventry NJ MCO Network, except for emergency situations. If you need assistance with locating a provider, contact your supervisor, insurance carrier or Coventry at (800) 937-6824.
- Your provider may need to obtain approval for certain treatment by calling Genex's Utilization Review Department. More information about this process will be shared at the time of injury.
- If any time after your injury you wish to file a dispute, a copy of the dispute process and form will be available from your employer, your insurance carrier or by contacting Coventry at (800) 262-6122. You must submit a Dispute to Coventry on the Dispute Form.

Your recovery from any work-related injury is our primary goal. With you and your doctor's assistance, we will work together to help you recover faster and be able to return to work. We encourage your active participation. If you have any questions, you may call us at

(Employer Contact Number)

Thank you,

(Employer Managed Care Representative)

*Workers' Compensation insurance may be underwritten by AmGUARD Insurance Company®, EastGUARD Insurance Company®, NorGUARD Insurance Company® or WestGUARD® Insurance Company, members of Berkshire Hathaway GUARD Insurance Companies with principal place of business at 39 Public Square, Wilkes-Barre, PA 18701. All state and federal regulations apply. © 2023.