

Oklahoma National Guard Army and Air Full-Time Support

HUMAN RESOURCES INFORMATION LETTER

Joint Force Headquarters, Oklahoma National Guard
Oklahoma City, Oklahoma 73111-4398

No. 04-06
DATE: 12 May 2004

Office of Workers' Compensation Claims

Subject: Filing Office of Workers' Compensation Program (OWCP) Claims

References:

Federal Employees' Compensation Act
HQ USAF/DP memo, 26 March 2004

Secretary of Defense memo, 23 July 2003

Eligibility: National Guard (NG) technicians

Effective Date: 26 March 2004

Availability: To explain the process of filing a claim with the Office of Workers' Compensation Program

Use: On 23 July 2003, the Secretary of Defense directed the Department of Defense (DoD) to reduce the number of work related injuries by 50%. One of the requirements is for all DoD Civilian Personnel Human Resource Offices to utilize the Electronic Data Interchange (EDI) when filing claims for injuries and occupational diseases under the Federal Employees' Compensation Act. In order to use the EDI, all Workers' Compensation claims must be submitted on the Defense Injury and Unemployment Compensation System (DIUCS2000).

The supervisor and employee will complete either a CA-1, Notice of Traumatic Injury or the CA-2, Notice of Occupational Disease at the following website - https://edisup.cpms.osd.mil/static_java_edi_sup.html. If the supervisor does not have access to a government computer with Internet access, a computer in OKHRO-ES may be used. After the claim has been submitted, the Department of Labor will notify a representative of the Human Resources Office to complete the processing of the claim. More detailed information about the use of the DIUCS2000 can be located on the OKHRO website at <http://www.omb.state.ok.us/OKHRO> in the Library under "Defense Injury and Unemployment Compensation System (DIUCS2000)".

Your points of contact are Maj Shirley Kyles at (405) 228-5578 or 2Lt James Baxter at (405) 228-5527.

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