



# NEVADA WORKERS' COMPENSATION CHRONICLE

Department of Business & Industry  
A Publication of the Workers' Compensation Section

Division of Industrial Relations Spring Edition  
(March 2019-May 2019)

This newsletter is not intended to provide legal advice to the reader. Legal opinions or interpretations of statutes and regulations referenced should be sought from legal professionals.

## 2019 Medical Fee Schedule



It's early February as I write this article and "it's out" . . . the 2019 Nevada Medical Fee Schedule (NMFS) for workers' compensation. The new NMFS is posted on the Division of Industrial Relations (DIR) Workers' Compensation Section (WCS) website at <http://dir.nv.gov/WCS/home/>. Every year, there are a few changes so here's a quick review of what's different in 2019.

Nevada Revised Statute (NRS) 616C.260 establishes the NMFS and mandates that it be updated annually according to the Consumer Price Index (CPI). Specific reimbursement levels defined in the NMFS were all increased slightly per the CPI.

(continued from page 2)

## Mileage Reimbursement



### Rate Change

Effective January 1, 2019

Effective January 1, 2019, the standard mileage reimbursement rate for transportation costs incurred while using a private vehicle while traveling on official State business has increased from 54.5 cents per mile to **58 cents per mile**.

Per NAC 616C.150, reimbursement for the cost of transportation for an injured employee, under appropriate conditions, must be computed at a rate equal to the mileage allowance for State employees.

Please advise all adjusters as soon as possible to minimize any payment errors.

## SAVE THE DATE

9th Annual

## WORKERS' COMPENSATION EDUCATIONAL CONFERENCE

Thursday, August 22, 2019

and

Friday, August 23, 2019

Las Vegas, Nevada

More details about workshops, speakers and how to register will be coming soon.

## Inside this issue

2019 Medical Fee Schedule	1
2019 Medical Fee Schedule	2
New Requirements for the Entertainment Industry	2
Reporting Reminders	3
CARDS	4
Attention Insurers & TPAs	4
Training Schedule	6
Hails and Farewells	6

# 2019 Medical Fee Schedule

(continued from page 1)

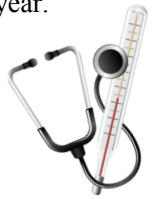
Nevada Specific Code (NSC) NV00900 has been deleted. This code is duplicative as it corresponds to burn care that is reimbursed at an intensive care level. Burn care provided at an intensive care level of service may now be billed using NSC NV00200, Medical-Surgical/Cardiac/Neuro/Burn/Other Intensive Care.

It is common practice in hospitals to provide different levels of care on a given “unit.” This practice may be related to bed space availability, staffing issues and other concerns. Inpatients may occupy the exact same space, however, as their health condition improves, their acuity level decreases. This corresponds to a decrease in the medically appropriate level of care provided. This process is expected as one’s health condition changes. Although most inpatients recover and, therefore, move to a lower level of service, complications may occur requiring an increased level of service. Appropriate reimbursement is based on the accurate medical coding of the health care services provided as documented in the medical record. The language used in defining NSCs listed under Hospital Reimbursement on the NMFS was changed slightly to more accurately reflect current practice and clarify appropriate reimbursement.

The last change concerns providing medical records to an evaluator in chronological order based on the date of service. Separating chronologically-organized therapy notes is an acceptable practice and assists some evaluators in reviewing medical records. Therapy notes are part of a medical record and should always be included in the records sent to an evaluator.

The Medical Unit responds to many questions and concerns regarding the NMFS and other topics throughout the year. Although specific training regarding applicability of the NMFS is usually conducted in February to coincide with the NMFS annual revision, an additional class is scheduled this year on June 19, 2019. Please see the DIR/WCS website listed above for registration and information regarding any of the free training provided by the DIR/WCS.

*Katherine Godwin, BSN, RN  
Manager, Medical and Benefit Penalty Units*



## New Requirements for the Entertainment Industry

The Nevada Occupational Safety and Health Administration is enforcing new worker training requirements for safety and health hazard recognition in the entertainment industry. The new law, which was adopted by the 2017 legislature, mandates that workers in the industry attend OSHA approved training programs for at least 10 hours for non-supervisory workers, and at least 30 hours for supervisory workers. Approved courses will result in the worker receiving a verification card that must be presented to entertainment industry employers in Nevada no later than 15 days from the worker’s date of hire.



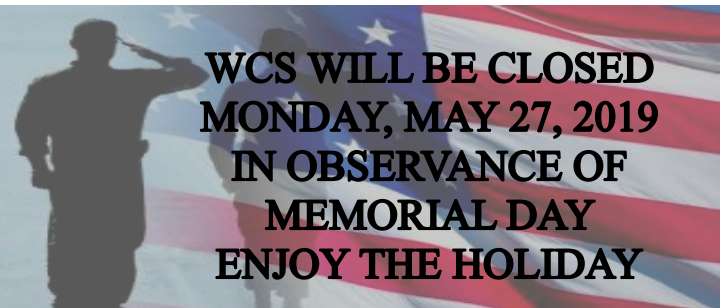
Requirements for hazard recognition training have existed in Nevada’s construction industry since 2009, and have helped to reduce the frequency and severity of injuries sustained by construction workers. Many tasks performed by workers in the entertainment industry closely mirror those tasks performed by construction workers, and both industries share exposures to similar hazards. According to the Department of Employment, Training and Rehabilitation, there are more than 700 worksites with nearly 7,000 employees who are impacted by the requirements of this law, many of whom have never received structured hazard recognition training related to their jobs. Statutory definitions describing the types of work covered by the requirements can be found at NRS 618.9906, and generally include any person whose primary paid occupation is work in theater, film, television, and sporting event production. If you have questions regarding the new training requirements in the entertainment industry, or questions regarding Nevada OSHA’s enforcement programs, contact Tristan Dressler, Compliance Supervisor at (702) 486-9035.

*Tristan Dressler, OSHA, Compliance Supervisor*

### WCS MISSION STATEMENT

The purpose of the Workers’ Compensation Section is to impartially serve the interests of Nevada employers and employees by providing assistance, information, and a fair and consistent regulatory structure focused on: Ensuring the timely and accurate delivery of workers’ compensation benefits. Ensuring employer compliance with the mandatory coverage provisions

**WCS WILL BE CLOSED  
MONDAY, MAY 27, 2019  
IN OBSERVANCE OF  
MEMORIAL DAY  
ENJOY THE HOLIDAY**



# REPORTING REMINDERS



**Special Data Calls:** The 2019 Nevada Legislature is in session and law makers are hard at work considering potential changes to workers' compensation statutes. WCS is sometimes asked to provide information to assist during session and, occasionally, we are asked for data that we don't regularly collect from insurers. In those situations, WCS will issue a special data call. As Nevada legislature is only in session for 120 days, and the information is needed quickly, these data calls usually have a very short response deadline. *We appreciate the cooperation of insurers and TPAs to respond timely and accurately to these requests, so that our legislators and their staff have the very best information from which to make legislative decisions regarding the Nevada workers' compensation system.*

- **Death Benefit Claims Data (FY18)** - This is a special data call on behalf of the 2019 Nevada Legislature. Request for the information was sent to insurers and TPAs on February 11, 2019 and was due to WCS by February 28, 2019. A report is required from every insurer, including from formerly self-insured employers whose certificate of authority is no longer active. Insurers with no death benefit claims to report must also submit the form provided. If you haven't already submitted a report, please do so as soon as possible. For more information, visit our website at [Death Benefit Claims Data Call Email Request \(2/11/19\)](#).
- **FY18 WCS Claims Activity Report – Coming Soon!** Many insurers and TPAs have inquired about this data call. We are running a little late due to the active legislative session, but the request should be out and updated forms on the web site within the next few weeks. The due date will be 45 days from the date of the request. Please do not alter and submit forms from previous years. They will not be accepted.
- **Insurer Information Forms** - Insurers must notify WCS of any changes such as name, address, phone and fax numbers, *as well as changes or updates of their TPAs*, by submitting an **Insurer Information Form** via our CARDS web portal within 30 days of any changes, and at least annually upon request of WCS. For information on how to submit the **Insurer Information Form**, see [Insurer Information Form-Quick Steps](#) found on our web site. For information on CARDS, please visit the CARDS Information web page at <http://dir.nv.gov/WCS/cards/>.
- **TPA Information Forms** - TPAs must also notify WCS of any changes in contact information within 30 days and at least annually upon request of WCS, by submitting the **TPA Information Form** via the CARDS web portal. The annual requirement to submit the **TPA Information Form** was due February 4, 2019. The **FY18 TPA Claims Handled Data** was also due at that time.
- **(OD-8) Occupational Disease Claim Report(s) (NRS 617.357)** is an ongoing reporting requirement. The OD-8 form was updated in July 2018 to include the claimant's first and last name and appeal number fields to assist the DIR in implementing and enforcing the requirements set forth in AB 267 (2017).
- A **D-35 Request for a Rotating Physician or Chiropractor** must be submitted to WCS prior to any PPD impairment evaluation being scheduled with a rater. Before WCS can process a D-35, the claim must be reported to the Claims Index System. If the claim has not been reported, submit the **D-38** via the CARDS web portal or by flat file (FTP).
- **Proof of Coverage (POC):** Private carriers must also report information to NCCI within 15 days of the effective date of the issuance, renewal, cancellation, nonrenewal, reinstatement or reissuance of a policy of workers' compensation insurance. **Effective July 1, 2018, private carriers writing large deductible policies in Nevada are required to submit 3 additional data elements relating to the policy. See NCCI Circular POC-NV-2018-01 on our website for more information.**

Information on reporting requirements and forms can be found on our web site at <http://dir.nv.gov/WCS/Home/> under "Insurer and TPA Reporting" or go directly to our page at [http://dir.nv.gov/WCS/Insurer-TPA\\_Reporting/](http://dir.nv.gov/WCS/Insurer-TPA_Reporting/).

Contact the WCS Research and Analysis Unit by email at [wcsra@business.nv.gov](mailto:wcsra@business.nv.gov) or by phone at (702) 486-9080 if we can be of any assistance.



# CARDS

## Claims and Regulatory Data System

LOGIN TO CARDS at <https://cards.dir-ad.state.nv.us>

### NEWS AND UPDATES:

**CARDS Information Web Page:** The WCS web site includes an updated informational page for CARDS users: <http://dir.nv.gov/WCS/cards/>. You'll find the CARDS User Manual, important announcements and updates, brochures, and general information about CARDS functionality on this page.

**D-38s (Claims Indexing):** Effective January 1, 2019, WCS discontinued the paper D-38 forms and no longer accepts paper forms for processing. Insurers and TPAs should submit D-38s via the CARDS web portal or by flat file (FTP). **WCS strongly encourages insurers and TPAs to explore and pursue the flat file D-38 submission option, especially submitters with a high volume of claims to report.** Flat file is the most efficient submission process and allows submitters to update their claims faster. For more information on D-38 submission via flat file, visit the CARDS Information Web Page at <http://dir.nv.gov/WCS/cards/> or email [indexing@business.nv.gov](mailto:indexing@business.nv.gov).

**CARDS is mandatory!** Insurers and TPAs licensed for workers' compensation in Nevada must have at least one active user on the CARDS, **including former self-insured employers that no longer have an active certificate of authority.** Certain required reporting, such as the Insurer and TPA Information Forms, can only be submitted via the CARDS web portal. Failure to submit the reports may result in administrative fines.

**CARDS is popular!** CARDS currently has 893 registered active users and more are being added every week. While we know no system is perfect, WCS receives a lot of positive feedback from insurers and TPAs, and many have asked us when we will add more functionality to CARDS. We are considering expanding CARDS in the future, but we right now we are focused on getting everyone who needs to use CARDS registered and comfortable using it regularly.

**Questions about CARDS?** Direct general questions, comments and issues with login, registration, account activation and permissions to [CARDS@business.nv.gov](mailto:CARDS@business.nv.gov). Questions and issues relating to Claims Indexing (D-38) processing, including web portal and flat file submissions, should be directed to [indexing@business.nv.gov](mailto:indexing@business.nv.gov).

## Attention Insurers & TPA's



Do you submit a high volume of D-38s? Would you like to avoid manually entering D-38s into the CARDS web portal?

**Maybe the Flat File Process is right for you!!!**

### What is it?

A flat file consists of a single file of data records, stored in plain text format that can be imported into a database or data warehouse. It allows required claim information to be submitted timely and efficiently. It is safe and secure and helps to eliminate manual data entry.

### How does it work?

Your IT department creates a process to download information from your internal computer system and format it according to our requirements. Then the file is submitted to DIR's secure FTP site. DIR staff will then upload the file into the CARDS system. The files may be submitted daily, weekly or monthly.

### What is the first step?

Download the [D-38 Manual Version 3.1](#) and review the [Flat File using the FTP site](#) information section. Also download the [D-38 Claims Flat File Format document](#).

Once your company has developed your internal process to extract the data and format it accordingly contact Tricia Barchus at [pbarchus@business.nv.gov](mailto:pbarchus@business.nv.gov) to begin submitting test files.

## Robin Hoodie Project Update

DIR/WCS and team members from different B&I agencies came together to support the Robin Hoodie Drive for Myrtle Tate Elementary School. We are grateful to everyone who donated hoodies and helped reach our goal, as we collected 204 new hoodies and 111 gently used hoodies for our Tate Tiger buddies.

The highlight of the morning was when Santa rolled in on a fire truck with horns and sirens blazing. Santa and his helpers greeted students with candy canes and hugs. The kids were truly happy to see Santa and his fire truck. Nellis Air Force Base Fire Department also participated by driving Santa and donating toys to a select group of children who are currently homeless and/or experiencing hardship.

Not only did the kids make a thank you banner, but they also gave a big shout out to DIR on twitter: <https://twitter.com/search?q=popek&src=typd>

Together we warmed many little hearts and made a difference in our community. One mission and many acts of kindness go a long way!



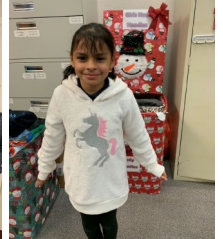
Myrtle Tate Elementary students waiting their turn to speak to Santa.



WCS employees and Myrtle Tate staff organizing hoodies for the students.



Myrtle Tate Elementary students showing off their new hoodies



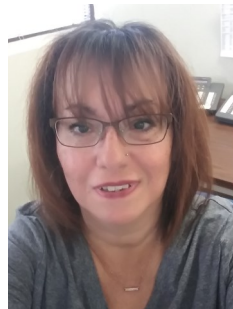
## Hails and Farewells and Promotions



A big welcome to the Division of Industrial Relations new Deputy Administrator **Victoria "Tori" Carreon**. Tori has dedicated her career to public service and has worked at government agencies at the state, county, and city level. She has worked for three State Legislatures (Nevada, California, and Wisconsin) and two city governments (City of Las Vegas and City of Los Angeles). She has also worked on

education policy at the San Diego County Office of Education and the Guinn Center for Policy Priorities. Most recently, she worked as an Administrative Officer for the City of Las Vegas. She has a BA from Stanford University and a Master's Degree in Public Policy from the University of California– Berkeley. To give back to the community, Tori volunteers for Public Service NV, a nonprofit that inspires CCSD high school students to do public service projects. When she is not at work, Tori enjoys cooking, traveling, yoga, and playing the piano.

Welcome **Angelina Moore** our new Administrative Assistant in the Carson City office. Angelina has been with the state for about 4 years and has been doing administrative work for over 20 years. Most recently she worked for the Division of Public and Behavioral Health- HCQC where she started as a contractor and was then hired as Complaint Intake Coordinator. She also worked as a contractor for Aging and Disability and the Division of Motor Vehicle. In her spare time she enjoys spending time with her family, hiking, off-roading, cooking and reading.



## WCS HELP

WCS Help was developed as an electronic clearing-house for submission of questions related to workers' compensation. Submission of inquiries are provided by email messages from the WCS Website. The questions may be posted by filling out a web form and simply pressing the send button.

Received questions are then answered upon receipt or forwarded to WCS experts in the associated field. Information sheets, brochures and web links developed by our Research and Analysis Unit are attached to replies to supplement provided information. The program provides quick turnaround and if needed opens a rapport with anyone requiring additional assistance.

During calendar year 2018 we received 763 such inquiries. This program reduces the number of phone calls and allows our personnel to reply at a reasonable pace.

**Questions about Workers' Compensation?**  
Click Here!



**WCSHelp@business.nv.gov**

# Training Sessions

## SOUTHERN NEVADA

3360 West Sahara Avenue, Suite 250  
Las Vegas, Nevada 89102

✉ [krissi.garcia@business.nv.gov](mailto:krissi.garcia@business.nv.gov)  
☎ (702) 486-9105

## NORTHERN NEVADA

400 West King Street, Suite 400  
Carson City, Nevada 89703  
☎ (775) 684-7265



### WCS Basic Orientation

3/20/2019 at 9:30 am

3/20 /2019 at 1:30 pm

### C-4 Process & Using CVS

4/17/2019 at 9:30 am

### Medical Billing

4/17/2019 at 1:30 pm

Direct comments or suggestions  
about this newsletter to:

Workers' Compensation Section  
Las Vegas Office

*Ruth Ryan, Editor*

*Krissi Garcia, Assistant Editor*

(702) 486-9105

[rryan@business.nv.gov](mailto:rryan@business.nv.gov)

[Krissi.garcia@business.nv.gov](mailto:Krissi.garcia@business.nv.gov)



## CONTACT WCS

Department of  
Business and Industry  
Division of Industrial Relations  
Workers' Compensation Section

## SOUTHERN NEVADA

☎ (702) 486-9080 / Fax: (702) 486-8712

## NORTHERN NEVADA

☎ (775) 684-7270 / Fax: (775) 687-6305

<http://dir.nv.gov/WCS/Home/>

[WCSHelp@business.nv.gov](mailto:WCSHelp@business.nv.gov)



WELCOME

Congratulations!

# Hails and Farewells and Promotions



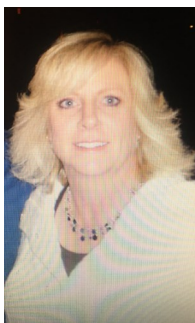
The Research and Analysis (R&A) Unit is pleased to announce the promotion of **Sue Buswell** to Management Analyst II! Sue has had a long and colorful career with DIR, starting in 1996 as an Administrative Assistant in the Safety Consultation and Training Section (SCATS). It didn't take long for WCS to steal her away – she promoted to the Administrative Assistant to the Chief Administrative Officer. She then was promoted to Management Analyst I in the R&A Unit, drawing on her bookkeeping and accounting experience, where she was responsible for managing the issuance and collection of administrative fines and penalties for the WCS Southern District Office. In her new position as a Management Analyst II, Sue will be working closely with insurers and TPAs on CARDS issues, data calls, research, and special projects. Congratulations, Sue, on your promotion and yet another new adventure in WCS!

Welcome **Marisa Santizo** who recently accepted the position of administrative assistant. Marisa is the receptionist and is the first person visitors and callers to the Las Vegas office will have contact with. Born and raised in Las Vegas, Marisa worked as a medical assistant at a pediatrics office for 3 years. She looks forward to working for the Workers' Compensation Section and grow in her current position. On her off time, Marisa enjoys dancing and spending time with her 2 dogs, Duke and Grizzly.



A big welcome to **Cassandra Jones**, our newest Compliance Audit Investigator II in our Carson City Office. Cassandra previously worked for the Public Utilities Commission where she did similar work functions. She is excited to branch out and learn more of what goes on at Business & Industry. When she is not working, you can find her out on the trails or teaching spin at Full Pedal in Reno.

Congratulations to **Blanca Villareal-Rodriguez** who was promoted in January to the Employer Compliance Unit of the Workers' Compensation Section as an Enforcement Investigator. Previously, Blanca was the Administrative Assistant IV and supported the Administrator of the Division of Industrial Relations in the Las Vegas office. Blanca has worked with the State of Nevada DIR since January 2012, where she began in the Workers' Compensation Section and then was promoted as an AA III in the Mechanical Compliance Section. She has lived in Las Vegas for 9 years with her husband and three children.



After 32 ½ years of state service, **Jacquie Everhart** will retire on March 8, 2019. Jacquie started her career with the State Industrial Insurance System in 1986. In 1992, she was recruited by the DIR to review subsequent injury claims and conduct compliance audits as an investigator. She is looking forward to spending summers at the beach in Washington, spending time with her family and completing the many projects that have taken a back seat over the years. Jacquie would like to take this opportunity to thank and appreciate the wonderful people she has had the privilege of sharing her time with during her service with the state.