Workers’ Compensation
HOW TO VERIFY EMPLOYERS WORKERS’ COMPENSATION INSURANCE COVERAGE

1: Ask the injured employee for the name, address and telephone number of their employer, and for the name of the insurer or third party administrator (TPA).
   • Call the insurer/TPA to verify insurance. **ALWAYS verify coverage with the correct TPA/Insurer before sending the C-4.**

2: If you are not provided with the name of the insurer/TPA, access the Coverage Verification Service (CVS) online at the WCS website: dir.nv.gov/wcs/home/. For best results, please confirm the spelling of the Insured’s name before searching.

3: If you are unable to locate the insurer/TPA on CVS go to the Division of Insurance website at doi.nv.gov and select the “Help Me Find…” tab to locate “Self-insured Workers’ Compensation.” Select either the “Insured Employer Company List” or the “Association List” tab.

4: If you are still unable to locate the insurer/TPA, contact the injured workers’ employer. Be sure to document the employer’s responses.

5: If the above steps do not produce results, call WCS Las Vegas at (702) 486-9080. If WCS can’t locate coverage during your call, you will be directed to forward copy of Form C-4 and verification documentation to the Henderson office for further investigation.

**FEDERAL GOVERNMENT CLAIMS**
For all federal government employee claims, please contact:
U.S. Department of Labor (DoL)
Office of Workers’ Compensation Programs (OWCP)
P.O. Box 8300
London, KY 40742-8300
415 241-3300
http://www.dol.gov/owcp/

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USEFUL WEBSITES FOR C-4 RESEARCH

State of Nevada Official website:  http://www.nv.gov/

State of Nevada – Division of Insurance: Tab – Self Insured: > Self-insured Company List > Association List: http://doi.state.nv.us

State of Nevada – Division of Industrial Relations - Workers’ Compensation Section: http://dir.nv.gov/wcs/home/

Nevada Secretary of State: http://nvsos.gov/

Nevada Secretary of State: Silver Flume Business Portal https://www.nvsilverflume.gov/home

Nevada State Contractors Board: Contractor Info & Searches > search by Company Name or Principal Name http://www.nvcontractorsboard.com/

Coverage Verification Service (CVS): http://dir.nv.gov/wcs/home/

Business License Search – Clark County: http://www.clarkcountynv.gov/Depts/business_license/Pages/BLSearch.aspx

Business License Search – City of Henderson: https://dsconline.cityofhenderson.com/BusinessLicense/BLQueryWrap.cfm

Business License Search – City of Las Vegas: http://www3.lasvegasnevada.gov/Bus-license/Search.asp


Business License Search – Town of Sparks: http://portal.cityofsparks.us/business_licenses/active


Jurisdiction Locater – Clark County:  http://gisgate.co.clark.nv.us/ziploc/


DBA Search: Washoe County: http://www.washoecounty.us/clerks/dba_name_search.php

On-line phone directory with reverse phone and address searches: http://www.411.com/

Google: http://www.google.com/

If you know of any other websites beneficial to the research of C-4s and would like them included on this information sheet, please contact Linda Torres at 702-486-9122 or ltorres@business.nv.gov
For any Workers’ Compensation questions or comments, email WCSHelp@business.nv.gov