

ARKANSAS FORM BOOK – WORKERS COMP EDITION 2023

TABLE OF CONTENTS

Preface
Introduction
Table of Contents

CHAPTER 1 ACKNOWLEDGMENTS AND AFFIDAVITS

Note on Acknowledgments
01-01 Acknowledgment: Individuals
01-02 Acknowledgment: Entities and Trusts
01-03 Acknowledgment: Attorney in Fact
01-04 Affidavit: General
01-05 Affidavit: Verification of Pleadings
01-06 Affidavit: Custodian (Hospital Records Act)
01-07 Affidavit: Custodian of the Records

CHAPTER 18 WORKERS' COMPENSATION

Overview
Formatting Notes

Initial Documents

18-01 WCC Letter of Representation
18-02 WCC Form AR-C – see WCC Forms Section
18-03 WCC Legal Representation and Fee Agreement

Authorizations and Affidavits

18-21 WCC Authorization for Workers' Compensation Commission to Release
Medical Records
18-22 WCC Employment Records Authorization
18-23 WCC Release of Medical Information
18-24 WCC Child Support Affidavit
18-25 WCC Mileage and Medical Form for Claimant's Use

Settlements

18-31 WCC Joint Petition Questionnaire
18-32 WCC Joint Petition without Medicare Set-Aside
18-33 WCC Joint Petition with Medicare Set-Aside
18-34 WCC Joint Petition Indemnity-Only for Medicare Claimants

- 18-35 WCC Joint Petition Order for Indemnity-Only for Medicare Claimants
- 18-36 WCC Affidavit of Claimant for Medicare Beneficiary Settlement

Discovery

- 18-40 WCC Interrogatories and Requests for Production of Documents Propounded to Claimant
- 18-41 WCC Interrogatories and Requests for Production of Documents Propounded to Respondents

Litigation

- 18-51 WCC Preliminary Notice
- 18-52 WCC Response to Prehearing Questionnaire
- 18-53 WCC Index of Exhibits
- 18-54 WCC Notice of Appeal to the Full Arkansas Workers' Compensation Commission From ALJ Decision
- 18-55 WCC Brief to the Arkansas Workers' Compensation Commission
- 18-56 WCC Notice of Appeal to Court of Appeals from Workers' Compensation Commission

Third Party Subrogation

- 18-66 WCC Third Party Motion to Intervene
- 18-67 WCC Third Party Complaint in Intervention
- 18-68 WCC Third Party Distribution Petition
- 18-69 WCC Third Party Distribution Order

Arkansas Workers' Compensation Commission Forms

- 18-70 WCC Form I-A1: First Report of Injury or Illness
- 18-71 WCC Form AR-C: Claim for Compensation
- 18-72 WCC Form AR-2: Employer's Intent to Accept or Controvert Claim
- 18-73 WCC Form AR-3: Physician's Report
- 18-74 WCC Form AR-4: Report of Compensation Paid/Suspension of Benefits
- 18-75 WCC Form AR-A: Application for Certificate of Non-Coverage
- 18-76 WCC Form AR-D: Death and Permanent Total Disability Acceptance/Update
- 18-77 WCC Form AR-H: Health Care Notice for Employees Under Managed Care
- 18-78 WCC Form AR-L: Claimant's Lump Sum Request/Respondent's Position
- 18-79 WCC Form AR-M: Monthly Report on Medical-Only Injury Data
- 18-80 WCC Form AR-N: Employee's First Notice of Injury
- 18-81 WCC Form AR-O: Contact Designation Form for Claim Office/Medical Billing/Underwriter/Administrator
- 18-82 WCC Form AR-P: Workers' Compensation Instructions to Employers and Employees
- 18-83 WCC Form AR-R: Report of Mediation Conference
- 18-84 WCC Form AR-S: Supplemental Report
- 18-85 WCC Form AR-V: Verification of Permanent Total Disability
- 18-86 WCC Form AR-W: Wage Statement Immediately Preceding Injury Date

Special Funds Division Forms

- 18-90 WCC Form SF-1: Notice of Claimant Information/Change of Address
- 18-91 WCC Form SF-2: Guardianship Affidavit (Court Appointed/Non-Minor)
- 18-92 WCC Form SF-3: Power of Attorney Notice and Affidavit
- 18-93 WCC Form SF-4: Surviving Spouse Notice and Affidavit

CHAPTER 20 MISCELLANEOUS

Note: Formatting Instructions

- 20-01 Durable Power of Attorney
- 20-02 General Power of Attorney
- 20-03A Statutory Form POA
- 20-03B Statutory POA Certification
- 20-04 Living Will Declaration
- 20-05 Optional Organ and Tissue Donation
- 20-06 Petition for Change of Name
- 20-07 Order for Name Chang
- 20-08 Petition for Removal of Disabilities
- 20-09 Order for Removal of Disabilities
- 20-10 Notice of Representation
- 20-11 School Records Authorization

Assignments

- 20-12 Assignment on Written Instrument
- 20-13 Assignment of Open Account
- 20-14 Assignment by Separate Instrument
- 20-15 Assignment of Mortgage and Note
- 20-16 Assignment of Judgment
- 20-17 Assignment of Lease

HIPAA - Health Insurance Portability and Accountability Act

- 20-18 HIPAA-Compliant Medical Records Release
- 20-19 Checklist for Valid Authorization
- 20-20 Business Associate Agreement
- 20-21 Request for Information – Individual
- 20-22 Request for Information – Covered Entity
- 20-23 Joint Qualified Protective Order
- 20-24 Confidentiality Agreement for Subcontractor of Business Associate