

# Work Comp Campus FAQs – Employers

**Dec. 10, 2020**

**1: As an employer, am I required to register in Work Comp Campus?**

No, employers are not required to register in Work Comp Campus; if you do not register, all paper forms and notices will be mailed to you.

**2: If my organization *does* register in Work Comp Campus, will I still get notices and filings via mail?**

No, employers that register in Work Comp Campus will have all forms and notices electronically uploaded to their "dashboard" in Campus.

**3: How current is the payment information in Campus?**

Payment information in Campus is provided by your claim administrator (insurer) and is only as current as the information provided to the Department of Labor and Industry (DLI).

**4: Will I get notice via Campus of all disputes on my claims?**

Yes, any dispute filed with DLI will electronically upload to your Campus dashboard. Note: Litigation filing at the Office of Administrative Hearings (OAH) will still be mailed to you, but the documentation will be available within the "Dispute" case, which you will see in Campus.

**5: Will my employees have the same access to Campus that I do?**

Your employees will be able to view only their own workers' compensation claim information, not that of coworkers. Employees registered in Campus will get electronic service of notices and forms related to their claims.

**6: Will I get notice of event scheduling?**

Yes, all conferences and mediations scheduled by DLI will appear on your Campus dashboard.

**7: Can I object to a penalty issued to my organization online?**

Yes, if you are notified of a penalty, you will have the ability to object to that penalty online in Campus.

**8: How will access within my organization be managed?**

Your organization will establish a group manager within Campus. That person will then grant Campus access to others within your organization.

**9: What sort of transactions will I be able to view?**

You will be able to view any workers' compensation claims filed by your employees, as well as any associated rehabilitation cases or disputes that are filed.

**10: How do I file the election to exclude relatives (from workers' compensation insurance coverage) forms?**

To complete either form:

- 1) create an account in Campus;
- 2) choose "Submit Filing" in the header;
- 3) from the drop-down menu, choose "Submt Election to Exclude";
- 4) follow the steps to complete the form; and
- 5) select "Submit" for final approval from DLI.