



August 1, 2023

To All MSDLT Employees:

Effective August 1, 2023, ALL injuries must be reported by a phone call to the Paradigm Nursing Triage Line. First Report of Injury Forms will no longer be necessary to complete by the employee or the supervisor and sent to Human Resources.

Immediate Reporting:

- The injured employee must call the nurse Triage Line at 844-454-1143 for all injuries within 24 hours. If the employee cannot call because of the severity of the injury, the employee's supervisor may call.
- A Paradigm nurse will triage the phone call and direct the employee to an approved clinic location (Concentra), home care/self-treatment or emergency care.
- Always call 911 for an emergency.
- Paradigm is available 24 hours a day seven days a week. The employee will be given care instructions by the Paradigm nurse. If directed to the Concentra Clinic or Emergency Room, Paradigm will contact that agency with the authorization for treatment.
- The employee must also notify their supervisor of the injury.

JWF Specialty Company is our worker's compensation carrier. Ms. Jeannie Altmaier, Sr. Claim Specialist, can be reached at 317-706-9518. Ms. Kandra Lewis, Human Resource Administrative Assistant, can be reached at 317-423-8394 if you have any questions.

24/7 Nurse Triage Phone Number
844-454-1143