

## NOTICE TO ALL EMPLOYEES

Crowley Independent School has elected to participate in a health care program to assist employees who are injured while at work. The program is called Trinity Occupational Program (TOP). This program does not change the benefits which an injured employee is entitled to under the Workers' Compensation Act.

The Trinity Occupational Program (TOP) acquired a panel of providers who are knowledgeable with work related injuries, familiar with the Division of Workers' Compensation regulations with an interest of returning our employees back to work.

All injured employees will be required to seek medical care from the providers in the Trinity Occupational Program. If you or your employee should sustain a work related injury or illness on the job, please take the following steps:

- Notify your immediate supervisor, and Kristin Bell, Workers' Compensation Coordinator at [kristin.bell@crowley.k12.tx.us](mailto:kristin.bell@crowley.k12.tx.us) or (817) 297-5259;
- If you feel that you need medical attention, the providers and clinics listed are available for treatment. Many clinics are open extended hours for your convenience;
- **If your situation is a medical emergency requiring immediate attention, dial 911 or proceed to the nearest hospital that provides emergency services;**
- If an injured employee is not satisfied with the care or level of service, a second medical provider may be selected from Trinity Occupational Program.

To locate a medical provider and for additional information:

### **Sedgwick**

Medical Only Adjuster: Erica Ortega  
972-443-9110

Email: [Erica.ortega2@sedgwick.com](mailto:Erica.ortega2@sedgwick.com)

Indemnity Adjuster: Penny Legalley  
(512) 427-2330

Email: [Penny.legalley@sedgwick.com](mailto:Penny.legalley@sedgwick.com)