

PROCEDURE TO BE FOLLOWED WHEN
SUBMITTING PROPOSED SETTLEMENT
DOCUMENTS
Effective August 1, 2018
Mandatory September 1, 2018

All settlement agreements and proposed orders, as well as supporting documentation should be submitted electronically to the Board using a PDF format. No paper documents will be accepted at hearing locations or the Board office after August 31, 2018. Electronic signatures are acceptable. Proposed settlements in contested claims should be sent to the appropriate mailbox according to the hearing district numbers. All non-litigated claims should be sent to the Accident Files mailbox.

WCBDistrict1@wcb.in.gov- NW District
WCBDistrict2@wcb.in.gov-Central Northern District
WCBDistrict3@wcb.in.gov- NE District
WCBDistrict4@wcb.in.gov- Central/Indianapolis District
WCBDistrict5@wcb.in.gov-SW District
WCBDistrict6@wcb.in.gov- SE District
Accidentfiles@wcb.in.gov- Accident Files.

A Receipt of Filing will be generated and e-mailed to the account from which the settlement was received.

Single Hearing Members will review and approve proposed settlements in their respective districts. Court reporters will enter the necessary information into the Board's electronic system and return approved agreements to the parties' e-mail addresses listed on the agreement.

If the injured worker does not have an e-mail account, it will be the attorneys' responsibility to see that a paper copy is printed out and mailed to the worker.