

OIL Appeal and Outcome Form



Part I – Employee Information (completed by employee) An employee has 20 calendar days from the date the initial denial letter is postmarked to file an appeal	
Employee's Name:	Date:
Agency / Operating Location:	
OIL decision received date:	BWC Claim #:
Reason for appeal:	
Additional information attached? (circle) Yes No Signature: _____	
<i>Additional information must be attached or the appeal will not be addressed.</i>	
*** Appeal form and supporting documents must be <u>mailed</u> to the Office of Collective Bargaining–Workers' Comp. 100 East Broad Street, 14 th floor Columbus, OH 43215 (no faxes or hand deliveries)	
Part II – DAS Information (completed by DAS) DAS must render a decision within 10 business days and send to the Union's Central Office	
Date Received:	Appeal Number:
Decision:	
Signature:	Date:
Part III – Union Information (Completed by the employee's Union) The Union must appeal to OCB within 10 business days of receiving documents from DAS Benefits	
Date Received:	
Appeal to OCB for panel review: (circle) Yes No	
Comments / Rationale:	
Signature:	Date:

Employee Instructions and Information for completing the OIL Appeal and Outcome Form

If an employee's request for OIL benefits is completely denied, the employee may appeal the denial by using the OIL Appeal and Outcome Form. The employee does not have rights under the grievance procedure.

Benefits will end with the initial denial of the claim and the employee will not be eligible for any OIL Benefits during the appeal process.

Within 20 calendar days from the date the initial denial letter is postmarked, the employee must submit this appeal form to DAS Benefits, attaching any additional information to support the appeal.

Part I – Employee Information

Complete all sections in their entirety

- Employee Name – Your name
- Date – The date that you are completing the appeal form
- Agency / Operating location – The agency and institution/location where you work
- OIL decision received date – The date you received the OIL decision
- BWC claim number – The claim # assigned by the Ohio Bureau of Workers' Compensation
- Reason for appeal – Be as detailed as possible giving your reason to appeal the decision
- Circle if additional information is attached – **Additional information must be attached or the appeal will not be addressed**
- Appeal form and supporting documents must be postmarked within 20 days of postmarked denial for appeal to be addressed

DAS Benefits will conduct an initial review of the appeal. If the OIL was denied on procedural issues or the employee failed to provide any new information to support the appeal, DAS Benefits shall issue a letter to the employee denying the appeal and send a copy of the letter, the OIL application and supporting documents to the Union Central Office . DAS Benefits may also grant the claim upon further review.

If the Union determines that further review is necessary, they will submit the request to OCB for a panel to be convened to review the claim within 10 days of receiving documents from DAS Benefits.

The panel will consist of 3 members, a representative of an agency which is not the employing agency and who regularly works with OIL, a Union representative not employed by the employing agency, and a representative or designee of SERB. OCB and Union representatives may attend but will not be voting members of the panel. The panel will complete a file review of the claim and any information provided by the employee and make a determination to uphold or overturn the denial. The panel will issue the decision immediately or within 3 days if further investigation is necessary. The panel's decision will be in writing and will be final. The employee or the employer will be involved in the panel.

If the employee accepts Workers' Compensation temporary total compensation (TT) during the appeal process, he/she may continue to submit extension paperwork. If the employee's appeal is upheld, OIL benefits will be awarded and the agency will work with the employee to repay any Workers' Compensation TT benefits that were awarded.