



# POLICIES & PROCEDURES

NUMBER PP307

SECTION: Human Resources	SUBJECT: Workers Compensation History
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**P & P No.:** 307

**Section:** Human Resources

**Subject:** Workers Compensation History

**Approved By:** Gwyn A. Elias

**Effective Date:** January 1, 1994

**Last Reviewed Date:**

**Policy Owner:**

## WORKERS COMPENSATION HISTORY CHECK

The purpose of the Workers Compensation History check is self-explanatory. The history check should cover the previous 10-year work history of an Applicant. If an Applicant has worked outside the state of Florida during the past 10 years, the Service Center must request the Workers Compensation history from those additional states in which an Applicant may have worked.

To obtain a history of an Applicant's possible Workers Compensation claims, call Florida MVR Services at (904)942-7916 with the Applicant's full name and social security number.

The Workers Compensation report will be faxed to Corporate within 24 hours, and Corporate will fax the report to the appropriate Service Center.

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