

Sweet Briar College Panel of Physicians Employee Notice

All accidents are to be reported to your **supervisor immediately**. Medical expenses will be considered when this form is completed **prior** to treatment and in accordance with the Workers' Compensation laws of the State of Virginia. For WORK RELATED INJURIES, medical services may be obtained only from one of these medical facilities. If the doctor named below is not available, you should see an available doctor or health professional at that facility. You must notify HR of the date you see a physician from the below list, for a work related injury.

PLEASE CIRCLE YOUR CHOICE AND SIGN BELOW.

Healthworks	Physicians Treatment Center (Lynchburg)	MedExpress Urgent Care
<p>Dr. Price</p> <p>125 Nationwide Drive Lynchburg, VA 24502 434-200-6933 8 AM – 5 PM (Mon.-Fri.)</p> <p>(Call for directions. Call before arrival to notify the office.)</p>	<p>Dr. Tatom</p> <p>2832 Candler's Mountain Road Lynchburg, VA 24502 434-239-3949 8 AM – 9 PM (Mon.-Sun.)</p> <p>(Take Exit 8A from old 29 south – on right across from Texas Steakhouse. From expressway take Candler's Mt. Rd. Exit. Call before arrival to notify the office.)</p>	<p>Dr. Tucker</p> <p>1149 Seminole Trail Charlottesville, VA 22901 434-978-3998 9 AM – 9 PM (Daily)</p> <p>(Call for directions. Call before arrival to notify the office.)</p>

Immediate Care:

Hospital – One-time visit and only in a severe emergency:

Lynchburg General Hospital
1901 Tate Springs Rd.
Lynchburg VA 24501
434-947-3000

*Follow up visits at one of the above.

For claims adjuster information, or should a referral to a specialist be recommended, please contact the Human Resources Office at 381-6125.

**Billing address: Sweet Briar College
Human Resources
Post Office Box 1090
Sweet Briar, VA 24595**

Employee _____ **Date** _____

Instructions: Please have employee choose physician, sign and date this form. Return original form with *Employer's Accident Report and the Employee Accident Statement & Witness Statements* to Human Resources. You must notify Human Resources immediately of any work related accidents. Please give employee a copy of this page. Employee should bring a release to work to HR before returning to work.

Instructions for handling workers' compensation incidents and all forms needed to submit a claim can be found on the SBC web site <http://sbc.edu/human-resources/forms/>