

## Instructions

Instructions to Employee: You will have to print out **THREE (3) NOTICE OF PERSONAL CHIROPRACTOR (PDF)** form at the bottom of this page.

- The **ORIGINAL form is for your employer HR Department**
- The **SECOND copy is for your records**
- The **THIRD copy is to give to this office to be kept in your treatment records.**

**Make sure that the employer or their representative places this form in your personnel file.** Go back after one week and ask to see your personnel file to check if this form is in it. If it is not, insist! It is your right under Labor Code to designate a "Personal Chiropractor".

You may choose your treating doctor in any of the following situations:

1. Employer leaves the decision up to you.
2. Employer refuses to authorize treatment.
3. Employer has contracted with two health care organizations to provide care to employees who are injured at work and you were not advised of your right to pre-designate your treating doctor in writing when hired, by the end of the first pay period, and at least one year after (LC3551).
4. Employer failed to post notice of your workers' compensation rights or advised you of your rights to pre-designate your doctor or "Personal Chiropractor" when you were hired or by the end of your first pay period.
5. After informing your employer about your injury, your employer did not provide you with a claim form and information about workers' compensation benefits.

You can go to the emergency room of your choice if you require emergency medical care.

**Employer Instructions:** Place the sign copy of this form into the employees' file. In case of a back injury the employee has designate his/her choice of care. There is no need to go to the company doctor and be treated for the 30-day elimination period