Worker’s Compensation Information

Welcome to the Worker’s Compensation Program. We would like to make this process as smooth as possible to help you get back to great health.

Approved Providers

All employees injured on the job should report first to Notre Dame Wellness Center for immediate care. The Wellness Center may refer patients to St. Joseph Regional Medical Center on Douglas Rd for emergency care. If the Wellness Center feels your care is not an emergency but a specialist is recommended they will contact Risk Management and Safety for an approval to South Bend Orthopedics or another provider that is identified based on your injury.

Pharmacy prescriptions and basic items such as braces, crutches and slings are filled at the Notre Dame Wellness Center Pharmacy on campus. If an item is not in stock or is a special fitted item employees may use Northern Brace or call Risk Management and Safety for assistance at 631-7532.

Our Physical Therapy provider is located at the Wellness Center. This is our only approved therapy provider. If a different physical therapy office is recommended during your care please contact Risk Management & Safety.

How to Apply for Worker’s Compensation Coverage

All injuries require the First Report of Injury/Illness forms to be completed by your Supervisor and you. A copy of the Indiana form is attached and also can be found on our website: [http://riskmanagement.nd.edu/workers-compensation/](http://riskmanagement.nd.edu/workers-compensation/)

The form can be found near the bottom of this page. This form must be signed by your Supervisor.

All medical and salary claims are pending until this form is received and reviewed for coverage. All medical status forms relating to your work restrictions or time off work must be shared with your Supervisor immediately. This will keep your claim in good standing.

Contact Information

Risk Management & Safety Office
Carla Gruse, Claims Specialist, 636 Grace Hall, Notre Dame, In. 46556 Ph 631-7532
Mike McCauslin, Asst. Director 636 Grace Hall, Notre Dame, In 46556 Ph 631-5037

Common Provider Offices:
Notre Dame Wellness Center 574-634-9355
Wellness Center Pharmacy 574-634-9355
Wellness Center Physical Therapy 574-634-9355
South Bend Orthopedics 247-9441
XRC Dugdale Location (XRays) 247-5400
St. Joseph’s Regional Medical Ctr. – Douglas Rd location ONLY

WC Assistance—Call
Carla Gruse, Claims Specialist
636 Grace Hall

Phone: 631-7532
Fax: 631-8794
E-mail: gruse.1@nd.edu