

10. Employer's Signature		Date	11. Insurer's Signature		Date
12. Attorney Signature		12.A. Attorney Name (<i>Type or Print</i>)			12.B. Bar Number
13. Attorney Phone Number	13.A. Attorney Fax Number		13.B. Attorney E-Mail Address (<i>Optional</i>)		
14. Attorney Mailing Address		14.A. City		14.B. State	14.C. ZIP Code

**Missouri Division of Workers' Compensation
Answer To Claim For Compensation
Instructions**

- 1) Amended Answer to Claim: If the Answer is being amended, the item number amended must be indicated in the box "ITEM NUMBER(S) AMENDED" in order for the Division to process the amendments to the Answer.
- 2) If the employer is a corporation, it must file the Answer by and through its attorney who is a member of the Missouri Bar and who practices law in the state of Missouri. Please refer to Missouri Supreme Court Rules, Rule 9, that governs the practice of law by non-resident attorneys. Insurance companies are usually corporations and must file an Answer by and through an attorney who is a member of the Missouri Bar and who practices law in the state of Missouri.
- 3) The employer or the attorney representing the employer and its workers' compensation insurance carrier **must** read the name(s) of **all** employer(s) against whom the original/amended Claim for Compensation has been filed. Please provide complete information in boxes 3 and 4 regarding the employer and insurer on whose behalf the Answer is being filed.
- 4) If the Answer is filed on behalf of an employer who has purchased a large deductible policy pursuant to §287.310 RSMo, you MUST provide the name and address of the insurance carrier in order for the Division to accept and process the Answer. **The self-insured employer or group/trust must have been granted self-insurance authority by the Missouri Division of Workers' Compensation.**
- 5) If you do not know the name and address of the insurance carrier and you believe that the insurance carrier information will not be available within thirty (30) days for the Answer to be timely filed pursuant to 8 CSR 50-2.010(8), please include on your letterhead a statement that the insurance carrier information will be provided to the Division as soon as it becomes available. You may indicate on your letterhead that you would like the Division to enter your appearance on behalf of the employer in order for you to receive the notices on the docket settings.
- 6) It is the employer's responsibility to ensure that the workers' compensation insurance carrier is authorized to insure such liability in the state of Missouri by the Missouri Department of Insurance. *See* §287.280 RSMo. Similarly, the third-party administrator must have a valid certificate of authority issued by the Missouri Department of Insurance, *see* §376.1092 RSMo, or otherwise fall within the provisions of §376.1075 (1) RSMo.

NOTE 1: If the First Report of Injury has been filed with the Division, the insurance carrier name that appears on the First Report of Injury will be entered by the Division as the carrier that issued the workers' compensation insurance policy for the time period that covers the date of injury. If your Answer indicates a different insurance carrier from the insurance carrier appearing on the First Report of Injury, the Division will add the insurance carrier that appears on the Answer as a party to the underlying case.

NOTE 2: If the First Report of Injury is not filed with the Division and the proof of coverage filed with the Division indicates the name and address of the insurance carrier that issued the workers' compensation insurance policy for the time period that covers the date of injury, the Division will add this insurance carrier as a party to the case. If your Answer indicates a different insurance carrier from the insurance carrier appearing on the proof of coverage, the Division will add the insurance carrier that appears on the Answer as a party to the underlying case.

If you have any questions, please contact the Division's Programs & Support Section at 573-526-4949 or you may call the Division toll free at 800-775-6069.