



SAINT PAUL
HUMAN RESOURCES

OFFICE OF HUMAN RESOURCES
TONI D. NEWBORN, JD, DIRECTOR

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Dear New Employee:

The City of Saint Paul is a certified managed care employer who uses CorVel for managed care nurse case management and bill review of all workers compensation claims.

If you are injured in the course and scope of your employment, you are entitled to receive the benefits set forth under Minnesota statutes. These can include payment of your medical bills, lost wages, and rehabilitation.

If you are injured, you must report the injury to your supervisor as soon as is possible, but no later than 24 hours after the injury. You will need to complete an '[Employee's Safety Report](#)', and your supervisor will complete a 'Supervisor's Safety Report' and a 'First Report of Injury' form. You will then receive a managed care identification card and a brochure explaining the managed care process.

You will receive contact from your adjuster and also from the nurse case manager at Corvel. If you have questions about workers compensation, please contact Risk Management in the Office of Human Resources at 651-266-6500 or CorVel at 612-436-2400.

Sincerely,

Mark Lorentzen
Interim Claims Manager
He/his/him
Human Resources/Risk Management
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