

**For new file referrals:** Please note that merely sending the claim file to one of our lawyers or staff members does not create an attorney-client relationship. Such a relationship will exist only once it is confirmed in writing between Reinisch Wilson PC and you or your company.

*Reinisch Wilson PC does not represent your employer/client until we have received this completed Referral Form, have satisfied our conflict check and confirmed representation in writing with you.*

Please help us be more efficient and meet important deadlines so we can help resolve this matter sooner.

Claim Matter Jurisdiction:  Oregon

Worker's Claim Number: \_\_\_\_\_

Worker's Full Name: \_\_\_\_\_

Worker's Date of Injury: \_\_\_\_\_

Worker's Social Security Number: \_\_\_\_\_

Worker's Date of Birth: \_\_\_\_\_

Is Worker Represented?  Yes  No

If yes, name of Worker's attorney: \_\_\_\_\_

Employer Name: \_\_\_\_\_

Insurance Carrier (NOT TPA): \_\_\_\_\_

Which billing/litigation guidelines apply? \_\_\_\_\_

Ebiller: \_\_\_\_\_

Is this file in litigation in Oregon?  Yes  No

If yes, WC Board Number: \_\_\_\_\_

If yes, Date of Hearing: \_\_\_\_\_

**CONTINUED**

Upcoming Deadlines and Due Dates (**VERY IMPORTANT!**):

Discovery to Worker's Attorney Due Date \_\_\_\_\_

Protest/Appeal deadlines (list the event type – such as Notice of Closure – and due date):

Event \_\_\_\_\_ Due date \_\_\_\_\_

Event \_\_\_\_\_ Due date \_\_\_\_\_

Event \_\_\_\_\_ Due date \_\_\_\_\_

Upcoming IMEs:

Dr. Name \_\_\_\_\_ Date \_\_\_\_\_

Dr. Name \_\_\_\_\_ Date \_\_\_\_\_

Dr. Name \_\_\_\_\_ Date \_\_\_\_\_

ARU Response Due Date: \_\_\_\_\_

MRU / MRT Response Due Date: \_\_\_\_\_

Your First and Last Name \_\_\_\_\_

Your Company \_\_\_\_\_

Your Email \_\_\_\_\_

Reinisch Wilson attorney preference \_\_\_\_\_

Please attach this form to any physical matters delivered to our office.

For any electronically submitted files, please complete the online form at <https://rwlaw.com/files> before uploading claim matter documents.