



September 3, 2020

Butler County Community College  
Butler, PA 16003

Dear Valued WorkPartners Policy Holder,

Thank you for choosing WorkPartners for your workers' compensation program. As part of our services, we have enclosed your workers' compensation provider panels developed for your workplace locations to be utilized for work-related injuries sustained from your policy effective date and going forward. In the event of a panel update, that updated listing will be effective as of the date of notice and is to be used for any work-related losses reported from that day forward.

Posting of an up-to-date workers' compensation panel is a requirement under the Pennsylvania Workers' Compensation Act. You are also required to have your employees sign the Employee Rights and Duties Form, which confirms they are aware of your designated Workers' Compensation Provider Panel. This signature is required at time of hire/establishment of new panel and after an injury is reported. For your convenience, we have attached a copy of the Employees Rights and Duties and Employee Acknowledgement forms.

Please confirm your receipt and agreement to post the attached workers' compensation panels at your designated workplace location(s). In order that a panel is available for your employees as quickly as possible, we look forward to hearing your feedback within five (5) calendar days. After that time period we will accept the panel as approved by you, in the absence of a response.

If you have any questions or requests regarding your panel creation, please contact [WCPanels@upmc.edu](mailto:WCPanels@upmc.edu). We appreciate the opportunity to partner with you.

Sincerely,

WorkPartners Panel Management Team