

NOTICE TO EMPLOYEES



State of Connecticut Workers' Compensation Commission

Revised 10-01-2021

The Workers' Compensation Act (Connecticut General Statutes Chapter 568) requires your employer,

to provide benefits to you in case of injury or occupational disease in the course of employment.

Section 31-294b of the Workers' Compensation Act states "Any employee who has sustained an injury in the course of his employment shall immediately report the injury to his employer, or some person representing his employer. If the employee fails to report the injury immediately, the administrative law judge may reduce the award of compensation proportionately to any prejudice that he finds the employer has sustained by reason of the failure, provided the burden of proof with respect to such prejudice shall rest upon the employer."

An injury report by the employee is NOT an official written notice of claim for workers' compensation benefits; the Workers' Compensation Commission's Form 30C is necessary to satisfy this requirement.

NOTE: You must comply with P. A. 17-141 (see next box, below) when filing a compensation claim.

The INSURANCE COMPANY or SELF-INSURANCE ADMINISTRATOR is:

Name _____

Address _____ Telephone _____

City/Town _____ State _____ Zip Code _____

Approved Medical Care Plan Yes No

The State of Connecticut Workers' Compensation Commission office for this workplace is located at:

Address _____ Telephone _____

City/Town _____ State _____ Zip Code _____

Public Act 17-141 allows an employer the option to designate and post – "in the workplace location where other labor law posters required by the Labor Department are prominently displayed" and on the Workers' Compensation Commission's website [wcc.state.ct.us] – a location where employees must file claims for compensation.

If your employer has listed a location below, you **MUST** file your compensation claim there.

When filing your claim, you are also required – by law – to send it by certified mail.

If blank below, ask your employer where to file your claim.

Employer Name _____

Address _____ Telephone _____

City/Town _____ State _____ Zip Code _____

THIS NOTICE MUST BE IN TYPE OF NOT LESS THAN TEN POINT BOLD-FACE AND POSTED IN A CONSPICUOUS PLACE IN EACH PLACE OF EMPLOYMENT. FAILURE TO POST THIS NOTICE WILL SUBJECT THE EMPLOYER TO STATUTORY PENALTY (Section 31-279 C.G.S.).

Date Posted: _____

Any questions as to your rights under the law or the obligations of the employer or insurance company should be addressed to the employer, the insurance company, or the Workers' Compensation Commission (1-800-223-9675).

Connecticut Towns and their Workers' Compensation Districts

Rev. 12-20-2021

Workers' Compensation Commission District Offices and the cities, towns and subdivisions they serve.

First District — Administrative Law Judge, 999 Asylum Avenue, Hartford, CT 06105; (860) 566-4154

The Hartford District Office has jurisdiction over work-related injuries / illnesses occurring in the following Connecticut cities and towns:

Bloomfield	East Windsor Hill	Poquonock	Somersville	Warehouse Point
Blue Hills	Ellington	Rainbow	South Windsor	West Suffield
Broad Brook	Enfield	Rockville	Suffield	Wilson
Crystal Lake	Hartford	Sadds Mill	Talcotville	Windsor
Dobsonville	Hazardville	Scantic	Thompsonville	Windsor Locks
East Granby	Melrose	Scitico	Tolland	Windsorville
East Hartford	North Somers	Silver Lane	Vernon	
East Windsor	North Thompsonville	Somers	Vernon Center	

Second District — Administrative Law Judge, 55 Main Street, Norwich, CT 06360; (860) 823-3900

The Norwich District Office has jurisdiction over work-related injuries / illnesses occurring in the following Connecticut cities and towns:

Abington	East Thompson	Killingly Center	Oakdale	Stafford
Almyville	East Willington	Laurel Glen	Occum	Stafford Springs
Amston	East Woodstock	Lebanon	Ocean Beach	Staffordville
Andover	Ekonk	Ledyard	Old Mystic	Sterling
Ashford	Elmville	Ledyard Center	Oneco	Sterling Hill
Attawaugan	Exeter	Liberty Hill	Orcuttville	Stonington
Atwoodville	Fabyan	Lisbon	Pachaug	Storrs
Ballouville	Fitchville	Long Society	Packerville	Taftville
Baltic	Franklin	Lords Point	Pawcatuck	Thompson
Bolton	Gales Ferry	Mansfield	Phoenixville	Uncasville
Bolton Notch	Gilead	Mansfield Center	Plainfield	Union
Bozrah	Gilman	Mansfield Depot	Pleasure Beach	Versailles
Bozrah Street	Glasgo	Mansfield Hollow	Pomfret	Village Hill
Brooklyn	Goshen Hill	Mashantucket	Pomfret Center	(Lebanon)
Burnetts Corner	Graniteville	Mashapaug	Pomfret Landing	Voluntown
Canterbury	Greenville	Mechanicsville	Poquetanuck	Warrenville
Center Groton	Griswold	(Thompson)	Poquonock Bridge	Waterford
Central Village	Grosvenordale	Marrow	Preston	Wauregan
Chaplin	Groton	Mohegan	Putnam	Wequetequoock
Chesterfield	Groton Heights	Montville	Putnam Heights	Westford
Chestnut Hill	Groton Long Point	Moosup	Quaddick	Westminster
(Lebanon)	Gurleyville	Morningside Park	Quaker Hill	West Mystic
Clark Falls	Hallville	Mystic	Quinebaug	West Stafford
Clarks Corner	Hampton	Newent	Rogers	West Thompson
Columbia	Hanover	New London	Scotland	West Willington
Coventry	Harrisville	Noank	Sodom	West Woodstock
Danielson	Hebron	North Ashford	South Chaplin	Willimantic
Dayville	Hopeville	North Franklin	South Killingly	Willington
Doaneville	Hop River	North Grosvenordale	South Willington	Wilsonville
Eagleville	Hydeville	North Stonington	South Windham	Windham
East Brooklyn	Jewett City	North Windham	South Woodstock	Woodstock
Eastford	Jordan Village	North Woodstock	Sprague	Woodstock Valley
East Killingly	Kenyonville	Norwich	Spring Hill	Yantic
East Putnam	Killingly	Norwichtown	(Mansfield)	

Third District — Administrative Law Judge, 700 State Street, New Haven, CT 06511; (203) 789-7512

The New Haven District Office has jurisdiction over work-related injuries / illnesses occurring in the following Connecticut cities and towns:

Allingtown	East River	Montowese	Orange	Short Beach
Augerville	Fair Haven	Morningside	Pine Orchard	Spring Glen
Bethany	Foxon	Mount Carmel	(Branford)	Stony Creek
Branford	Guilford	New Haven	Pond Meadow	West Haven
Burr Hill	Hamden	North Branford	(Killingworth)	Westville
Clinton	Indian Neck	Northford	Quinnipiac	Whitneyville
Clintonville	Killingworth	North Guilford	Rivercliff	Woodbridge
Durham	Madison	North Haven	Rockland	
East Haven	Momauguin	North Madison	Sachem Head	

Fourth District — Administrative Law Judge, 350 Fairfield Avenue, Bridgeport, CT 06604; (203) 382-5600

The Bridgeport District Office has jurisdiction over work-related injuries / illnesses occurring in the following Connecticut cities and towns:

Ansonia	Easton	Huntington	Nichols	Stepney
Berkshire	East Village	Huntingtontown	Riverside	Stevenson
Botsford	Fairfield	Long Hill District	(Newtown)	Stratford
Bridgeport	Greenfield Hill	Lordship	Sandy Hook	Trumbull
Derby	Greens Farms	Milford	Saugatuck	Upper Stepney
Devon	Hattertown	Monroe	Shelton	Westport
Dodgingtown	Hawleyville	Newtown	Southport	Woodmont

Fifth District — Administrative Law Judge, 55 West Main Street, Waterbury, CT 06702; (203) 596-4207

The Waterbury District Office has jurisdiction over work-related injuries / illnesses occurring in the following Connecticut cities and towns:

Amesville	East Morris	Lower City	Oxford	Terryville
Bantam	East Plymouth	Macedonia	Pequabuck	Thomaston
Beacon Falls	Ellsworth	Middlebury	Plymouth	Torrington
Bethlehem	Falls Village	Millville	Pomperaug	Torrington
Burrville	Flanders	Milton	Prospect	Twin Lakes
Campville	Goshen	Minortown	Quaker Farms	Union City
(Litchfield)	Greystone	Morris	Salisbury	Warren
Canaan	Harwinton	Naugatuck	Seymour	Waterbury
Canaan Valley	Hotchkissville	Newfield	Sharon	Watertown
Cornwall	Huntsville	(Torrington)	South Britain	West Cornwall
Cornwall Bridge	Kent	Norfolk	Southbury	West Goshen
Cornwall Center	Kent Furnace	North Canaan	South Canaan	West Torrington
Cornwall Hollow	Lakeside	Northfield	Southford	White Oak
Drakeville	Lakeville	North Kent	South Kent	Woodbury
East Canaan	Lime Rock	North Woodbury	Straitsville	Wrightville
East Litchfield	Litchfield	Oakville	Taconic	

Sixth District — Administrative Law Judge, 24 Washington Street, New Britain, CT 06051; (860) 827-7180

The New Britain District Office has jurisdiction over work-related injuries / illnesses occurring in the following Connecticut cities and towns:

Avon	East Hartland	Milldale	Pleasant Valley	West Hartland
Bakersville	Edgewood	Nepaug	Riverton	West Simsbury
Barkhamsted	Elmwood	New Britain	Robertsville	Wethersfield
Berlin	Farmington	New Hartford	Simsbury	Whigville
Bristol	Forestville	Newington	Southington	Winchester
Burlington	Granby	North Canton	Tariffville	Winchester Center
Canton	Hartland	North Colebrook	Unionville	Winsted
Canton Center	Kensington	North Granby	Weatogue	Wolcott
Colebrook	Marion	Pine Meadow	West Avon	
Collinsville	Mechanicsville	Plainville	West Granby	
East Berlin	(Granby)	Plantsville	West Hartford	

Seventh District — Administrative Law Judge, 111 High Ridge Road, Stamford, CT 06905; (203) 325-3881

The Stamford District Office has jurisdiction over work-related injuries / illnesses occurring in the following Connecticut cities and towns:

Banksville	Gaylordsville	New Fairfield	Riverside	Titicus
Belltown	Georgetown	New Milford	(Greenwich)	Topstone
Bethel	Germantown	New Preston	Romford	Turn Of River
Boardmans Bridge	Glenbrook	Noroton	Round Hill	Upper Merryall
Branchville	Glenville	Noroton Heights	(Greenwich)	Washington
Bridgewater	Greenwich	North Stamford	Rowayton	Washington Depot
Brookfield	High Ridge	Northville	Roxbury	West Norwalk
Brookfield Center	Long Ridge	North Wilton	Roxbury Falls	Weston
Byram	(Stamford)	Norwalk	Roxbury Station	West Redding
Cannondale	Lower Merryall	Old Greenwich	Sherman	Wilton
Church Hill	Lyons Plains	Park Lane	Silvermine	Winnipauk
Cos Cob	Marble Dale	Redding	(Norwalk)	Woodville
Cranbury	Merryall	Redding Ridge	South Norwalk	
Danbury	Mianus	Ridgebury	South Wilton	
Darien	Mill Plain	(Ridgefield)	Springdale	
East Norwalk	New Canaan	Ridgefield	Stamford	

Eighth District — Administrative Law Judge, 649 South Main Street, Middletown, CT 06457; (860) 344-7453

The Middletown District Office has jurisdiction over work-related injuries / illnesses occurring in the following Connecticut cities and towns:

Addison	East Glastonbury	Highland	Middletown	Salem
Baileyville	East Haddam	Highland Park	Millington	Salem Four Corners
Bashan	East Hampton	Hopewell	Mixville	Saybrook Manor
Black Hall	East Lyme	Ivoryton	Moodus	Saybrook Point
Black Point	Essex	Knollwood Beach	Niantic	Shailerville
Buckingham	Fenwick	Laysville	North Lyme	Sound View
Buckland	Flanders Village	Leesville	North Plains	South Glastonbury
Centerbrook	Gildersleeve	Little Haddam	North Westchester	South Lyme
Cheshire	Glastonbury	Lyme	Old Lyme	South Meriden
Chester	Grove Beach	Manchester	Old Saybrook	Tylerville
Cobalt	(Westbrook)	Manchester Green	Pond Meadow	Wallingford
Colchester	Haddam	Marlborough	(Westbrook)	Westbrook
Cornfield Point	Haddam Neck	Meriden	Ponset	Westfield
Crescent Beach	Hadlyme	Middlefield	Portland	Winthrop
Cromwell	Hamburg	Middlefield Center	Rockfall	Yalesville
Deep River	Higganum	Middle Haddam	Rocky Hill	