Workers' Compensation Automation and Integration System (WCAIS)



Filing a Workers' Compensation Appeal Board (WCAB) Petition in WCAIS September 26, 2024





DEPARTMENT OF LABOR & INDUSTRY BUREAU OF WORKERS' COMPENSATION

Petition types that can be filed include:

Counsel Fees under Sections 442 and 501 of the Workers' Compensation Act ("Act") (77 P.S. §§ 998 and 1021)

<u>Required Document(s)</u>: Counsel Fee Petition, Signed & Dated Fee Agreement, Proposed Order listing parties and address.

Petition for Commutation pursuant to Section 316 of the Act (77 P.S. § 604)

Required Document(s): Commutation Petition

MISC – Guardianship under Section 307 of the Act (77 P.S. § 542)

<u>Required Document(s)</u>: Misc Petition including name of Guardian and names of dependents for whom the guardianship is being requested.

MISC – Meretricious Relationship under Section 307 of the Act (77 P.S. § 562)

Required Document(s): Misc Petition

MISC – Other

Required Document(s): Misc Petition

- MISC Petition for Annuity/Satisfaction pursuant to Section 317 of the Act (77 P.S. § 603) <u>Required Document(s)</u>: Misc Petition
- MISC Petition for Loss of Use Conversion to Total Disability pursuant to Section 306(c)(23) of the Act (77 P.S. § 513) <u>Required Document(s)</u>: Misc Petition
- Rehearing under Section 426 of the Act (77 P.S. § 871)

<u>Required Document(s)</u>: Rehearing Petition and related WCAB Opinion/Order

Supersedeas (from WCJ decision) under Section 430(b) of the Act (77 P.S. § 971(b))

<u>Required Document(s)</u>: Supersedeas Petition, WC Judge's Decision which should auto load. If there was an amended WC Judge's Decision, this will not auto load and must be uploaded manually if applicable.

Supersedeas (Reconsideration) under Section 426 of the Act (77 P.S. \S 871)

Required Document(s): Reconsideration Petition, WC Judge's Decision (auto loads), Prior Supersedeas Order

Supersedeas on Appeal to Commonwealth Court under Pa. R.A.P. 1781

<u>Required Document(s)</u>: Supersedeas Petition, WC Judge's Decision (auto loads), and WCAB Order.

Filing a WCAB Petition in WCAIS

NOTE:

The required documents are necessary to successfully file a Petition. In some instances, you may enter a reason for the request in the textbox instead of uploading the required document.



Begin from the WCAIS Dashboard OR from the Claim Summary

	kers' Com Integratio	pensation Automation	Claim Sumr	mary - Ex	ternal					
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Filing a Petition from your Dashboard

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File WCAB Appeal/Petition

File WCAB Appeal/Petition

TION	WCAIS Claim #111111	0		View Claim Summary
MATTE	Claimant/Employee Name LAST, FIRST	Defendant/Employer Name EMPLOYER NAME	Claim Status Closed	Date of Injury 12/28/2018
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Below are the WCJ's decision(s) that have been issued for the Dispute(s) on the claim from which an Appeal may be filed in WCAIS. If you are unable to select the decision you wish to appeal, or the decision does not display below, please contact the Workers' Compensation Appeal Board for clarification at (717) 783-7838, or ra-liwcab@pa.gov.

Decision Rendered (2)

Decision Rendered 10/28/2019 Last, First DSP- 11111-1 Closed Petition for Examination-Expert Interview (LIBC-499)- (2019-09-26) O Decision Rendered 12/21/2020 Last, First DSP- 11111-2 Closed Petition To/For (LIBC-378)-Terminate Compensation Benefits (Stop payment of Workers' Compensation) (2020- 06-22), Claim Petition (LIBC-362)- (2020-07-29), Petition To/For (LIBC-378)-Seek Approval of a Compromise and Release Agreement (Ask Judge to approve settlement) (2020-11-11)	Decision Rendered 10/28/2019 Last, First DSP- 11111-1 Closed Petition for Examination-Expert Interview (LIBC-499)- (2019-09-26) Decision Rendered 12/21/2020 Last, First DSP- 11111-2 Closed Petition To/For (LIBC-378)-Terminate Compensation Benefits (Stop payment of Workers' Compensation) (2020- 06-22), Claim Petition (LIBC-362)- (2020-07-29), Petition To/For (LIBC-378)-Seek Approval of a Compromise and Release Agreement (Ask Judge to approve settlement) (2020-11-11) Showing 1 - 2 of 2	Decision Rendered 10/28/2019 Last, First DSP- 111111-1 Closed Petition for Examination-Expert Interview (LIBC-499)- (2019-09-26) Decision Rendered 12/21/2020 Last, First DSP- 111111-2 Closed Petition To/For (LIBC-378)-Terminate Compensation Benefits (Stop payment of Workers' Compensation) (2020- 06-22), Claim Petition (LIBC-362)- (2020-07-29), Petition To/For (LIBC-378)-Seek Approval of a Compromise and Release Agreement (Ask Judge to approve settlement) (2020-11-11) File WCAB Appeal	Select One	Decision Type	Circulation Date	Judge	Dispute #	Status	WCOA Petition (date filed)
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on File WCAB on button.

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File WCAB Petition - Select Petition Type Screen

File WCAB Petition

- Select the Petition type from the dropdown.
- Click on **Continue** button.

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File WCAB Petition - Complete Petition Screen

File WCAB Petition



DEPARTMENT OF LABOR & INDUSTRY

BUREAU OF WORKERS' COMPENSATION

File WCAB Petition - Certify Screen

File WCAB Petition

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- Enter any notes concerning changes or additions in the **textbox**, if applicable.
- Check the **Certify** box and Click on the **Continue** button.



File WCAB Petition - Preview/Confirm Screen

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DEPARTMENT OF LABOR & INDUSTRY BUREAU OF WORKERS' COMPENSATION

File a WCAB Petition - Confirmation Page

This page confirms that your Petition has been successfully submitted.

If you do not see a confirmation number, your petition has not been submitted

Note: the green banner indicates that a notification has been sent to recipients with a communication preference of "electronic". <u>You are still required to serve the Petition to all the parties in the manner indicated in your Petition.</u>

For your convenience, WCAIS generates the **On-line Petition and Proof of Service** which you may use to serve to the parties.

Petition Details: Confirmation

An electronic correspondence has been sent to interested parties and associated recipients with a communication preference of "electronic" serving them notification of the submission of this petition.

WCAIS Claim #:111111 Image: Claim Status claim Status claim Status claim Status claim Status closed Date of Injury 12/28/2018 Mark you for your online submission of the WCAB Petition. Image: Claim Status claim Status closed Date of Injury 12/28/2018

You may print this confirmation page now for your records (optional).

Your Confirmation Number is: PET-11111111111111111

Filed By: ATTORNEY NAME, ESQ (Defendant's Attorney) on 06/14/2024 at 1:11 PM.

This Confirmation Number is <u>not</u> your Petition Number. Once your petition has been reviewed and accepted, your Petition Number will be assigned.

The Proof of Service, including the Confirmation Number, which will momentarily generate of the designated parties in the manner you selected as required by 34 Pa. Code § 111.12.

REMINDER: If you have not already done so, please serve the online appeal in addition to the a found on the Dashboard.

Return to Dashboard

Click on **Return To Dashboard** button to print Online Petition and Proof of Service. Click on **Print** button to print confirmation page for your records.

Print



File WCAB Petition - Dashboard

Dashboard	Personalize Your Das	hboard		
	My Claims		~	Add Item
Alerts				
• BWC (0)				
• WCOA (0)				
• WCAB (3)				
General (0)				
Quick Links WCOA Dashboard WCAB Briefs and Request Judges' Procedures and Policies	ts Dashboard Records Request	Dashboard File a '	NCOA Petition	
Correspondence (243)			Search Corresp	ondences 🟾
Correspondence Status				۵
	View Document Type 1	Case #	Claimant/Employee Name	Date Sent
	On-line Petition and Proof of Service	PET- 111111111111111111111111111111111111	LAST, FIRST	06/14/2024

For your convenience, WCAIS generates the **On-line Petition and Proof of Service** which you may use to serve to the parties.

You can access this document from your Dashboard under the Correspondence section.



Workers' Compensation Contacts

Bureau of Workers' Compensation (BWC)

Information Services Helpline:

Toll-Free inside PA: 800-482-2383

Local outside PA: 717-772-4447

Email: <u>ra-li-bwc-helpline@pa.gov</u>

Workers' Compensation Office of Adjudication (WCOA)

Phone: 844-237-6316

Email: wcoaresourcecenter@pa.gov

Workers' Compensation Appeal Board (WCAB)

Phone: 717-783-7838

Email: ra-li-wcab@pa.gov



Q&A – Filing a WCAB Petition in WCAIS



