

Weekly Payment Reimbursement Request

- This form should be completed when claiming any loss of earnings due to an accepted work related injury and a current Wage Reimbursement Agreement exists with CGU.
- Weekly payment reimbursement requests must be sent to CGU within 1 calendar month from the payment of weekly compensation. Continuous delay in submitting schedules may result in an increased claims estimate and /or termination of the Wage Reimbursement Agreement.
- Ensure that there are relevant Work Capacity Certificates* to support this claim for reimbursement. (*WorkCover medical certificates are no longer accepted post 31 March 2013)
- Ensure that a 'Calculating pre-injury average weekly earnings' form (or like relevant weekly benefit information) has been completed and sent to CGU. Provide an updated 'Calculating pre-injury average weekly earnings' form, if required. This form is available from www.cgu.com.au
- **Use one form per worker** – please contact your case manager if you have any queries when completing this form.

Employer's name

Person completing form

Date completed

Injured worker information

Name	Claim number	Date of injury	Pre-injury average weekly earnings	Normal hours worked p/w

Earnings from paid employment (Note 3)
Earnings + non-pecuniary benefits + shift & OT

Week starting date (Note 1)	Week ending date	No earnings (Note 2)	Earnings	Non-pecuniary benefits	Shift & Overtime	Hours worked	Office use only
		<input type="checkbox"/>					
		<input type="checkbox"/>					
		<input type="checkbox"/>					
		<input type="checkbox"/>					

Notes:

1. Each week commences on a Sunday and ends on a Saturday. The Sunday is to be recorded in column 1 of the above table and the Saturday in column 2. Only record one week per line
2. Tick if the worker did not perform work (due to the injury) during that week
3. Earnings paid during that week include: Ordinary earnings + non-pecuniary benefits + shift & overtime *Note that maximum rates apply

If there has been a delay in requesting reimbursement (greater than 1 month from the payment of weekly compensation) what is the reason for this delay?

Has the above compensable amounts been paid to the worker? YES NO

Has the worker returned to pre-injury duties? YES NO

Comments:

