

IC-36 INSTRUCTIONS

Every **FATAL, PERMANENT TOTAL AND PERMANENT PARTIAL** claim on which compensation is payable by your company, must be entered on this form and carried forward on subsequent reports until paid out. New cases will be entered as they are determined and carried forward on the next report. (Be sure to disregard all Temporary Total cases.) **This report must be completed by the Insurance Company even if you have NONE and submitted to the IIC by the end of the month following the end of each calendar quarter.**

HEADING: PRINT NAME OF INSURER OR SELF-INSURED EMPLOYER, YEAR AND SELECT CALENDAR ENDING QUARTER.

COLUMN 1: DATE OF INJURY

COLUMN 2: EMPLOYEE'S NAME
Employee's name as reported on First Report of Injury

COLUMN 3: TYPE OF CLAIM
Enter in this column the kind of case; i.e., FATAL, PERMANENT TOTAL, OR PERMANENT PARTIAL. (Use Abbreviations)

COLUMN 4: TOTAL AWARD
Include total compensation and other expenses as shown on the approved Summary of Payments and/or Reserves established for Permanent Totals.

COLUMN 5: COMPENSATION THIS REPORT PAID
Enter the amount paid on each case since the last report was filed. Cannot be a negative amount.

COLUMN 6: TOTAL COMPENSATION PAID
Enter the total amount paid on the award, including amount shown in column 5. Cannot be a negative amount.

COLUMN 7: ADJUSTMENT
Make all adjustments for changes of conditions, remarriage, deaths, errors, overpayments, etc. in this column. If adjustments are made, then column 4 minus column 6 plus or minus column 7 must equal column 8. Please net all adjustments.

COLUMN 8: UNPAID BALANCE
This will show the balance due on each case at the end of this quarter. Cannot be a negative amount

THIS FORM MUST BE COMPLETED AND EXECUTED DIRECTLY BY AN OFFICER OF THE SURETY OR SELF-INSURED EMPLOYER. SEE IIC ADMIN RULE 17.02.10.013.11

MAIL TO: IDAHO INDUSTRIAL COMMISSION
FISCAL SECTION
P.O. BOX 83720
BOISE, ID 83720-0041

PHYSICAL ADDRESS
FISCAL SECTION
700 S. CLEARWATER LANE
BOISE, ID 83712

If you have any questions, please contact one of the following Financial Specialists. If your company name begins with A through I, please contact Therese Ryan at (208) 334-6095. If your company name begins with J through Z, please contact Shelly Tudela at (208) 334-6026.