



**Workers'  
Compensation  
Board**



## Important News for PTs and OTs Regarding the NYS Workers' Compensation System

As you may know, a new law signed as part of Governor Cuomo's 2019-2020 budget allows more types of medical providers to treat injured workers in the NYS workers' compensation system.

### **What the new law means for Physical Therapists (PTs) and Occupational Therapists (OTs)**

While Physical Therapists (PTs) and Occupational Therapists (OTs) are currently able to treat injured workers upon the prescription or referral of an authorized physician, you will now be able to obtain your own authorization. This means you can submit your own medical reports and bills without the signature of a supervising physician.

**Important:** All PTs or OTs who treat injured workers, whether employed by a physician practice and treating injured workers under physician supervision or practicing independently, must obtain their own Board-authorization to continue treating injured workers after January 1, 2020.

### **Authorization process**

To apply for authorization, you will need to:

1. Sign up to use the NYS Workers' Compensation Board Medical Portal, a new online resource for medical providers, insurance carriers and other workers' compensation system participants.
2. Complete the required training courses — note that training must be complete *before* the authorization application can be submitted.
3. Complete the online application, (once you've been notified it's available on the Medical Portal) and submit it to the Board.

## What should PTs and OTs do now?

While the online application for authorization is not yet available, those interested in becoming Board-authorized can get a head start by signing up to access the Medical Portal and completing the required training.

### **Sign up to Access the Medical Portal**

To access the Medical Portal and new provider training, you must have an NY.gov ID. This **is not** the personal NY.gov ID that you may have with other agencies, such as the Department of Motor Vehicles, Department of Taxation and Finance, etc.

An NY.gov User ID and temporary password will be generated for you when you register for Medical Portal access. When you register for access, you will be asked for your email address. This should be your individual email address, not a group or practice email address.

### **Sign up for the Medical Portal!**

### **Complete Required Training**

Once you have access to the Medical Portal, and before applying for Board authorization, you must complete the following training modules required for PTs and OTs:

- Medical Portal
- Medical Request Forms (C-4 AUTH, MG-2 and MG-1)
- Billing: Medical Fee Schedules
- Dispute Resolution
- Medical Treatment Guidelines

This training will be delivered through the CourseMill learning management system, which you will access through the Medical Portal.

Once you've received your Medical Portal credentials, you can access the training by selecting **Medical Portal** from the "Log in to Access" box on the top right of the Board's website homepage ([wcb.ny.gov](http://wcb.ny.gov)).

From the Medical Portal homepage, select **Medical Provider**, then **Training**, and then **Training Requirements for Provider Authorization**. You will see a listing of the required courses by provider type with links to CourseMill.

When accessing CourseMill for the first time, you will set up a new user account using the **same email address** you used when signing up for the Medical Portal. On future visits, you may be able to bypass the CourseMill login when signed into the Medical Portal.

## More information and resources

Additional information on the Expanded Provider Law is available at [wcb.ny.gov/newprovider](http://wcb.ny.gov/newprovider), including frequently asked questions, a [chart detailing changes for providers](#) and fact sheets for [PTs](#) and [OTs](#). For more information on signing up for the Medical Portal, please see the Board's video: [Signing up to Access the NYS Workers' Compensation Board Medical Portal](#).

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