



Hurt on the Job? Download the Louisiana **Workers' Comp **Medical Documentation** **Checklist****

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Why Medical Documentation Matters

If you've been injured on the job in Louisiana, medical documentation is one of the most critical pieces of evidence in your workers' compensation claim. It helps prove that your injury is work-related, shows the extent of your injuries, and provides the foundation for the benefits you're entitled to receive.

Without proper documentation, your claim could be delayed, denied, or undervalued. This guide will walk you through everything you need to know to protect your claim from Day 1.

1. Tips for Communicating with Doctors and Medical Providers

- **Be Honest and Detailed:** Always explain exactly how the injury occurred, even if it feels repetitive.
- **Mention Work:** Be sure to clearly say that the injury happened at work. This can impact how your visit is coded and billed.
- **Be Consistent:** Inconsistent descriptions of how the injury happened or what you're feeling can hurt your claim.
- **Ask Questions:** Don't be afraid to ask your doctor about your treatment plan, recovery timeline, or diagnosis.
- **Follow Instructions:** Not following medical advice can be used against you in a claim.

2. Types of Medical Records You'll Need

These documents can strengthen your case and ensure all your treatment is covered:

- ☒ Initial Injury Report/ER Visit Notes
- ☒ Doctor's Diagnosis
- ☒ Imaging Results (X-rays, MRIs, CT scans)
- ☒ Surgical Reports (if applicable)
- ☒ Physical Therapy Notes
- ☒ Ongoing Treatment Records
- ☒ Work Restrictions or Limitations
- ☒ Referral Notes to specialists

3. Importance of Detailed Injury Descriptions and Treatment Plans

Your medical records should include:

- Exact location and type of injury (e.g., left wrist fracture, lower back strain)
- Pain levels and symptoms over time
- How the injury affects your ability to work
- Planned treatments (medications, therapy, surgery)

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The more thorough and specific the **records**, the easier it is to prove how serious your injury is and how it's impacting your life.

4. How to Obtain Your Medical Records

- **Ask Your Provider's Office:** You can usually fill out a request form or ask them directly.

- **Use Online Portals:** Many hospitals and clinics have patient portals where you can download your records.

- **Be Persistent:** You're legally entitled to your medical records. If your request is delayed, follow up.

- **Keep Copies:** Always keep personal copies of your medical documentation for your records and legal team.

5. Medical Documentation Checklist

Keep these records organized to support your Louisiana workers' compensation claim:

Initial Medical Reports	Detailed reports outlining the nature and extent of your injury.
Doctor's Notes	Diagnoses, treatment plans, restrictions, and progress updates from your treating physician.
Hospital Records	Discharge summaries, treatment notes, and other records from any hospital
Diagnostic Test Results	X-rays, MRIs, CT scans, blood tests, and any other diagnostic imaging or lab results.
Surgical Reports	Full documentation of any procedures or surgeries related to your injury.
Prescription Records	A list of medications prescribed and records from the pharmacy if available.
Treatment Plans	Rehabilitation protocols, physical therapy schedules, and specialist

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Medical Documentation Checklist

Progress Notes	Notes from each medical visit showing how you're responding to treatment over time.
Independent Medical Examinations (IMEs)	Keep copies of any IME reports if requested by the insurance company or employer.
Medical Bills	All itemized statements and invoices from doctors, clinics, hospitals, or labs.
Pain Levels and Medication Taken	A personal log tracking daily pain levels and any medications used.
Functional Limitations	Notes on how your injury affects your ability to perform job duties or daily activities.
Dates of Medical Visits and Missed Work	Keep a calendar or log of all medical appointments and any days missed from work.

Important Note:

Any work restrictions or doctor's notes must be provided in writing. Always get documentation for any updates or changes and make sure to share these with us, the insurance company, and your employer.

At Crescent City Law Personal Injury, we help injured workers across Louisiana gather strong documentation, communicate with providers, and navigate the claims process from start to finish.

Hurt on the job? Call us today at 504-608-0084

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