

## **COVID-19 FILING REQUIREMENTS: EDFP, EDI, AND ALL OTHER RULE 108 FILING REQUIREMENTS REMAIN IN EFFECT**

Rule 11 NCAC 23A .0108 requires the use of EDFP (or EDI, in the case of the Form 19) when filing a form or other document in a workers' compensation claim, unless an exception applies. *The only filers who always are exempted from the electronic filing requirements are unrepresented employees, unrepresented non-insured employers, and medical providers.*

**Represented parties and Insurance Carriers/TPAs/Self-Insured Employers are required to file forms and documents electronically via EDFP, with the following limited exceptions:**

- (1) **Form 19** (*shall be filed via EDI, except in claims involving non-insured employers or claims for lung disease, in which case the Form 19 shall be emailed to [forms@ic.nc.gov](mailto:forms@ic.nc.gov) or mailed to 1235 Mail Service Center, Raleigh NC 27699-1235*);
- (2) **Form 18 when no IC file number has been assigned** (*shall be emailed to [forms@ic.nc.gov](mailto:forms@ic.nc.gov)* );
- (3) **Form 18B** (*shall be emailed to [forms@ic.nc.gov](mailto:forms@ic.nc.gov)* );
- (4) **Form 51** (*shall be emailed to [forms@ic.nc.gov](mailto:forms@ic.nc.gov)* );
- (5) **Plaintiff's Attorney Representation Letter when no IC file number has been assigned** (*shall be emailed to [forms@ic.nc.gov](mailto:forms@ic.nc.gov)* );
- (6) **Form 25N when no IC file number has been assigned** (*shall be emailed to [25N@ic.nc.gov](mailto:25N@ic.nc.gov)* );
- (7) **Rehabilitation referrals to the Medical Rehabilitation Nurses Section when no IC file number has been assigned** (*shall be emailed to [rehab.referrals@ic.nc.gov](mailto:rehab.referrals@ic.nc.gov)* );
- (8) **Documents filed with the Medical Fees Section** (*shall be emailed to [medicalfees@ic.nc.gov](mailto:medicalfees@ic.nc.gov)* );
- (9) **Notice of Appeal to the North Carolina Court of Appeals** (*shall be accepted for filing via EDFP or U.S. Mail*);
- (10) **Documents filed regarding workers' compensation fraud** (*shall be emailed to [fraudcomplaints@ic.nc.gov](mailto:fraudcomplaints@ic.nc.gov)* );
- (11) **Documents filed with the Safety Education & Training Section** (*shall be emailed to [safety@ic.nc.gov](mailto:safety@ic.nc.gov)* ).

**If you are unable to comply with the requirements of Rule 11 NCAC 23A .0108 due to temporary technical problems or lack of electronic mail or internet access, you may, pursuant to Paragraph (f) of the rule, apply to the Commission for an emergency temporary waiver of the electronic filing requirements of the rule. The request for an emergency temporary waiver shall be included with any filing submitted via facsimile, U.S. Mail, or hand delivery due to such temporary technical or access issues.**