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To: Designated Doctors and Required Medical Examination Doctors

From: Joseph McElrath, Deputy Commissioner, Business Process

Date: August 30, 2022

RE: Changes to Appointment Offer and Other Processes for Designated Doctor Exams and Report Filing for Designated Doctor and Required Medical Exams

Starting Monday, September 19, 2022, the Texas Department of Insurance, Division of Workers' Compensation (DWC) will automate several processes for designated doctors and their administrators through their TXCOMP profiles. The changes are:

- Offering appointments to designated doctors only through TXCOMP. **This will replace the current system of DWC faxing appointment selection response sheets (ASRs) and returning them by fax.**
- Accessing designated doctor exam orders and the corresponding DWC Form-032, *Request for Designated Doctor Examination*.
- Requesting more time to complete reports or requesting assistance with getting medical records.
- Updating information about rescheduled designated doctor exams.
- Entering data and filing required designated doctor and required medical exam (RME) reports.

This table shows important dates for designated doctor and RME process changes. In addition to the process changes listed below, **TXCOMP will be unavailable from 6 p.m. on Thursday, September 15, 2022, to 8 a.m. on Monday, September 19, 2022, to implement the system changes.**

Process	Date
Last day for DWC to fax ASRs	September 12, 2022
Last day for designated doctors and administrators to return ASRs by fax	September 14, 2022
Last day to submit by email: <ul style="list-style-type: none"> • exam reschedule information; • requests for more time to complete reports; and • assistance with getting medical records. 	September 15, 2022

Process	Date
Last day to send designated doctor and RME reports to DWC by fax, including: <ul style="list-style-type: none">• DWC Form-068s, <i>Designated Doctor Examination Data Reports</i>;• DWC Form-069s, <i>Reports of Medical Evaluation</i>;• DWC Form-073s, <i>Work Status Reports</i>; and• narrative reports.	September 18, 2022

For more information about these new features, visit the DWC designated doctor web page at www.tdi.texas.gov/wc/dd/index.html.

If you need other assistance, email DDScheduler@tdi.texas.gov or contact Santiago Calderon, Director of Designated Doctor Operations, at 512-804-4847.