Quick reference guide: Claim details page

Work Comp Campus will be used as the electronic system of records for all existing claims and new claims. A **Claim Details** page is set up to show detailed information about the claim, such as key dates, parties, benefits and payments. Claims will have permission-based access so the information is only visible to those who are given access.

Accessing your claims

If you are assigned to or are a party to any claim, the claim will show in your **My Claims** queue on the dashboard. In the queue, you will see summary information for all claims you are able to access. From the queue, you can click on the **Campus File Number** hyperlink to be taken to the **Claim Details** page.

My Queues

My Claims	My Disputes	My Forms	My Rehab Cases	My SCF Assessment Reports

☐ Include Inactive

Campus File Number	Employee	Employer	Claim Admin	Date of Injury	Status	▼
CL-05-9190-972	Rory Gilmore	TEST INSURER	1Sith Insurer UPDATE	6/15/2020	Default Status Placeholder	
CL-05-9191-531	Craig Robinson	Minnesota Fried Chicken,Taylor Tools	New Brighton Insurance	6/1/2020	Default Status Placeholder	

Claim Details page

The Claim Details Page will show detailed information about the claim.

Filing options from the **Claim Details** page include:

- Annual Claim Reimbursement
- Discontinuance
- Initiate a Dispute
- Disability Status Report
- Missing Benefits
- VRU Referrals

The tabs at the bottom of the page will show additional information, such as parties on the claim, documents, and related cases and claims.

Helpful tips

- There is an **Other Filing** option that allows you to submit any document for the claim that does not fit any of the predefined webforms.
- Spend time looking at what is in each of the tabs. They have a lot of information, especially for related entities and transactions.
- If you do not see a claim in your **My Claims** queue, but you need access, you can request access in Campus by clicking the **Submit a Filing** drop-down menu on the dashboard, selecting **Access a Case or Claim** and then selecting **Request or Redeem an Access Code**.
- All sections (Claim Overview, Claim Details, etc.) can be collapsed and expanded by clicking the down-arrow on the right side of the **Claim Details** page.