DEPARTMENT OF LABOR AND INDUSTRY

Referring an injured worker to VRU

1. Open Work Comp Campus at https://campus.dli.mn.gov/user/login.



- 2. Log into your Campus account with your personal user email address and password.
- 3. Click on the "Submit a Filing" drop-down menu in the blue section at the top of the Campus page and select "VRU Rehabilitation Consultation Request."



- 4. Enter identifying information to locate a claim. Options include:
 - "WID" and "Employee Date of Injury"; or
 - "Jurisdiction Claim Number (JCN)" and "Employee Last Name"; or
 - "Employee Last 4 SSN," "Employee Date of Injury" and "Employee Last Name."

VRU Rehabilitation Consultation Request

0				0
Locate a Claim				VRU Details
Please provide at least one of the following sets of information. All of the informa helpdesk.dli@state.mn.us.	tion within a grou	ping must be completed in order to locate a claim. If you would like assistance, pleas	e contact the N	tinnesota Workers' Compensation Hotline at <u>651.284.5005, option 3</u> or email us at
WID (EE-####-###)		Jurisdictional Claim Number (JCN)		Employee Last 4 SSN
Employee Date Of Injury	OR	Employee Last Name	OR	Employee Date Of Injury
(mm/dd/yyyy)				(mm/dd/yyyy)
				Employee Last Name
Next Cancel				

- 5. Select "Next."
- 6. "Locate a claim page" displays with some of the information pulled from the claim, if one was located. Enter the required fields information. If there is no claim, you will have to enter information into all of the required fields.

DLI's Vocational Rehabilitation unit (VRU) provides vocational rel about our services, see the brochure at <u>http://www.dli.mn.gov</u>	habilitation services to injur //sites/default/files/pdf/v	ed employees. VRU primarily works with injured ru brochure.pdf or call <u>1-651-284-5038</u> .	employees whose claims are in dispute but also	works with those who	are receiving workers' compensatio			
We recognize that Claim. Some information has been populated to help yo	u with your filing.							
Referral Type *								
Injured Employee Attorney			 Interpreter Services Requested 					
Claim Details								
Claim Number (JCN)			Date of Injury					
CL-02-5879-865			5/7/2021					
			(mm/dd/yyyy)					
Injured Employee Details								
First Name	Middle Name		Last Name					
Clint	Middle Name		Special		Suffix			
Injured Employee Address								
Address 1 *								
852 Unknown Ave								
Address 2								
Address 2								
Outside US								
Postal Code *		City *		County				
55101		Saint Paul		Ramsey				
State Province			Country					
Minnesota		•	United States					

7. Review the statement under "Attestation" and check the box if true, then click "Submit."



8. You will receive a notification of success and the referral submission will now be in your "Forms" history.



9. The VRU QRC who gets assigned to the file will contact the injured worker.