



*State of Louisiana*  
DIVISION OF ADMINISTRATION

OFFICE OF STATE UNIFORM PAYROLL

KATHLEEN BABINEAUX BLANCO  
GOVERNOR

JERRY LUKE LEBLANC  
COMMISSIONER OF ADMINISTRATION

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OFFICE OF STATE UNIFORM PAYROLL MEMORANDUM #2005-55

TO: All ISIS HR Paid Agencies

FROM: Jena W. Cary  
Director

SUBJECT: Office of Risk Management - Worker's Comp Report

As previously discussed in the OIS/OSUP/ORM Worker's Comp workshops, the Office of Risk Management (ORM) has created an INDEMNITY BENEFIT REPORT to identify worker's comp payments to employees. This report is different from the current report which includes payments to employees, as well as, doctors, pharmacies, etc. Agencies should use the report to assist with the leave buy back process.

Initially ORM was forwarding the reports to agencies via regular mail; however, they now forward the report via electronic mail. If your agency has not received the report via e-mail, or if you would like to sign up for the report, please contact ORM at [pam.whiteside@la.gov](mailto:pam.whiteside@la.gov). ORM will need the name, phone number, and location code of the individual requesting the report.

Contact the Office of Risk Management with questions pertaining to information being supplied on this report. If you have questions and/or need assistance on how to process the necessary worker's compensation entries in ISIS HR contact the ISIS Help Desk at (225) 342-2677. All other questions should be directed to a member of the Wage and Tax Unit within the Office of State Uniform Payroll at (225):

Chelette Jarrett 342-0714  
Wendy Eggert 219-1091

Rachel Bryant 342-1651  
Tiko Ary 342-1652

JWC:APH