

**Department of Personnel Administration  
Memorandum**

**TO: Personnel Management Liaisons (PML)**

<b>SUBJECT:</b> Mandatory Distribution of Updated Medical Provider Network "Guide"	<b>REFERENCE NUMBER:</b> 2008-014
<b>DATE ISSUED:</b> 05/21/08	<b>SUPERSEDES:</b>

This memorandum should be forwarded to:

Personnel Officers  
Personnel Transactions Supervisors  
Return-to-Work/Claims Coordinators  
Health and Safety Officers

**FROM:** Department of Personnel Administration  
Benefits Division

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The Division of Workers' Compensation directed State Compensation Insurance Fund to revise the Guide to the State Fund Medical Provider Network for State of California Employees, and mandated that all current employees be given a copy of the revised guide. In order to comply with the mandate from the Division of Workers' Compensation, all of your employees must receive the newly revised "Guide" brochure no later than **July 1, 2008**.

Failure to provide the revised guide by **July 1, 2008** could endanger your ability to use the Medical Provider Network to provide treatment to your employees in the event of an injury.

This brochure can be downloaded from State Fund's, State Contract Services website at: <http://www.scif.com/pdf/e13174.pdf>. The brochure is written in both English and Spanish.

The brochure may be distributed as an e-mail attachment to all employees who have access to e-mail at work. If any of your employees do not have regular access to e-mail at work, you must provide a printed copy to those employees.

Please note that you must distribute the most current version of the Guide to the State Fund Medical Provider Network for State of California Employees. The revision date is **04/08**. Please destroy any copies of a prior version you may have on hand.

If you have any questions about this memorandum, please contact René Perez, Workers' Compensation Analyst, at (916) 322-4753.

/s/Greg Beatty

Greg Beatty  
Chief, Benefits Division