Employees' Compensation Operations and Management Portal (ECOMP)

Welcome to ECOMP

The Employees' Compensation Operations & Management Portal

UNITED STATES DEPARTMENT OF LABOR

Have you been hurt on the job?

If you are a **Federal Employee** or a **Contractor** and have sustained a work-related injury or illness, use ECOMP to report the incident to your supervisor.

If you are a **Federal Employee** you may also file a claim for benefits under the Federal Employees' Compensation Act (FECA). Depending upon your agency, start by filing **OSHA's Form 301**, then file a claim using either form **CA-1 (for traumatic injury)** or form **CA-2 (for occupational disease)**. After you have received an official FECA case number, you may also file form **CA-7 (Claim for Compensation)**.

| **File Form** | **Sign In / Register** |

Track status of form or document

Enter ECN or DCN [　　　　] **Go!**

Need to upload a document?

Stakeholders and interested parties can use ECOMP to upload documents to active FECA cases. You can upload letters, medical reports and other supporting documentation. You will need the official FECA Case Number and other identifying information to use this feature.

⚠ **Do not upload OWCP forms or medical bills!** Forms or bills submitted as uploads will not be processed. Submit medical bills here.

Access Case & Upload ...

Agency Reviewers & OSHA Record K...

E-COMP Overview

E-COMP is a web-based application accessible via the DOL public internet site, which is intended to allow stakeholders to:

1. Electronically file and track the status of OSHA 301s, CA-1s, CA-2s, CA-7s and CA-6s;
2. Electronically upload and submit documents to DFEC's case files;
3. Improve claim handling performance using email reminders and user friendly dashboards and;
4. Access and monitor POWER timeliness data

Agency Benefits of E-COMP

- Agencies without electronic filing capability can now participate at no cost

- Real-time POWER reports available to agencies (timeliness of CA-1s, 2s, & 7s)

- E-COMP will notify authorized agency personnel of form inactivity using email blasts. This will assist agencies in tracking their POWER Initiative performance.

- For the first time, agencies will now have access to DFEC's imaged files through ECOMP's Agency Reviewer Imaging component.

Agency Reviewer Imaging (ARi) will provide several benefits:

- Agency Injury Compensation staff can access claims in order to determine whether key documentation has been received (forms CA-1032, second opinion reports). This will allow faster access to file documents to agencies and decrease the number of copy requests processed by FECA Claims Examiners.

- Users can set reminders on specific claims while viewing them in the Imaging application and recall the case for viewing at a later date.

- The sharing of electronic documents from the claim form is limited by special licensing, protecting the privacy of injured workers.

- There is greater transparency regarding agency review of claims because of the file documentation protocol in ECOMP.

Agency Reviewer Imaging Overview

Access to the Imaging application is granted by OWCP to the agency who, in turn, assigns licenses to injury compensation staff.

- ECOMP Imaging access is granted to agencies who have signed an MOU with OWCP and are using ECOMP to file workers compensation forms (CA-1/2 or CA-7).
- OWCP provides licenses (based on a formula) to the AMU for each agency who can then assign them to ARs who have completed training on the Imaging application.
- ARs may access only cases assigned to a chargeback to which the AR is assigned in the Agency Structure.
- Access is granted to workers' compensation staff with active accounts in ECOMP only – safety staff are not provided with access to FECA claim files.

ARi Access and Restrictions

AR Imaging (ARi) users:

- Must have four pieces of information to access a case including case number, last name, date of birth, and date of injury.

- May download up to 5 cases to their Review Cases Dashboard (cases will load in 24 hours).

- Have access to a case for up to 5 calendar days.

- May release a downloaded case at any time to free-up a slot on their Dashboard.

- Will only see documents available at the point the case is requested. There is no refresh option.

- Download case documents that include all documents received in the last three years. Additionally, users are granted access to all documents indexed by a Claims Examiner as "Outgoing," "Decisions," Or "Forms" regardless of age.

ARi Access and Restrictions

AR Imaging (ARi) users:

- Can release and re-request a case to refresh the document list; however, users cannot request the same case more than one time every 48 hours.

- May select all or part of the documents in a case for download and printing via a secure PDF document. This document is encrypted using digital rights management and is accessible only to the person who created the document.

- Must select a reason for printing documents in accordance with the routine uses of DOL/Govt-1. A record of the print job and reason for printing will be placed in the FECA file.

- May set reminders for any case. If the user has set reminders for a case downloaded to the Dashboard for review, those reminders will be shown on the case header.

ARi Access and Restrictions

E-COMP case review and document copying/printing is granted under the routine uses provided by DOL/GOVT-1.

DOL/GOVT-1 provides that federal agencies that employed the claimant at the time of the occurrence or recurrence of the injury or occupational illness can access OWCP case file information in order to verify billing, to assist in administering the FECA, to answer questions about the status of the claim, to consider rehire, retention or other actions the agency may be required to take with regard to the claim or to permit the agency to evaluate its safety and health program.

For more information, visit:

http://www.dol.gov/sol/privacy/dol-govt-1.htm

ARi Access and Restrictions

• Before assigning a license to an AR, the AMU must ensure that AR has taken the training module and understands his or her responsibilities under the Privacy Act and the allowed uses of information downloaded from ECOMP as outlined in DOL/GOV-1.

•It is the responsibility of the agency to ensure the information downloaded from ECOMP is handled appropriately. Should any breach of privacy or misuse of such information occur, the agency must contact OWCP immediately.

•All agencies must agree to accept these responsibilities prior to being granted access to AR Imaging.