



- You must make your reimbursement of travel expenses request within two years of the travel date.
- If you work for a self-insuring employer, your employer is responsible for all eligible travel reimbursement **except** for:
  - Travel to a BWC scheduled exam to determine percentage of permanent partial eligibility.
  - Prior authorized travel expenses associated with an artificial appliance that arises out of an award under Ohio Revised Code 4123.57 (B).
- If your employer requests you to appear for a medical examination by a physician of your employer's choice, submit the [Injured Worker Statement for Reimbursement of Travel Expense \(C-60\)](#) to your employer. There is no minimum mileage requirement for reimbursement for employer requested exams.
- For travel to permanent total disability (PTD) exams scheduled by the Ohio Industrial Commission (OIC), [submit your C-60 request](#) in one of the following ways: Fax: 1-614-466-1051, Email: [medical.service@ic.ohio.gov](mailto:medical.service@ic.ohio.gov), or Mail: OIC Medical Services – Floor 9, 30 W. Spring St. Columbus, OH 43215.
- For state fund claims and self-insured claims exceptions listed above, submit the C-60 to BWC in one of the following ways: Fax: 1-866-336-8352, or Mail: BWC Mail Processing Center Attn: Claims Services 30 W. Spring St. Columbus, OH 43215-2256.

#### **Travel by car**

You must travel more than 45 miles round trip.

BWC must authorize in advance travel more than more than 400 miles round trip. There is no differentiation for out-of-state travel.

**Rate on or after Aug. 1, 2022:** 58 cents per mile

#### **Travel by other type of special transportation (taxi, bus, plane, train, air, etc.)**

- BWC must authorize in advance.
- There is no mileage requirement. However, you must submit proof of medical necessity for this type of travel based on the allowed conditions in the claim.

#### **Tolls and parking**

Receipts are required. Actual and necessary cost is reimbursable.

**Meals** - Receipts are required. Actual cost is reimbursable up to the maximum rates listed below.

**Rate from Jan. 1, 2022, to Oct. 31, 2024:** When travel is more than 12 but less than 24 hours, meal reimbursement is 75% of the per diem rate, \$44.25.

When the period of travel includes an overnight stay, meal reimbursement is:

- The day of departure is 75% of the per diem rate, \$44.25.
- Full days of travel are 100% of the per diem rate, \$59.
- The last day of travel is 75% of the per diem rate, \$44.25.

**Rate from Nov. 1, 2024, to present:** When travel is more than 12 but less than 24 hours, meal reimbursement is 75% of the per diem rate, \$51.

When the period of travel includes an overnight stay, meal reimbursement is:

The day of departure is 75% of the per diem rate, \$51.

Full days of travel are 100% of the per diem rate, \$68.

The last day of travel is 75% of the per diem rate, \$51.

**Lodging** - Receipts are required. BWC must authorize lodging in advance.

**Rate from Nov. 1, 2023, to Oct. 31, 2024:** Actual cost up to \$107 per night, plus applicable tax.

**Rate from Nov. 1, 2024, to present:** Actual cost up to \$110 per night, plus applicable tax.

**Companion travel** - Receipts are required. BWC must authorize companion travel in advance.

BWC will reimburse the travel companion expenses for meal and lodging at the same rate as the injured worker. BWC will only reimburse for one room unless special circumstances require a separate room. BWC will make car mileage payment to the injured worker only.