



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institute for Occupational Safety and Health

Robert A. Taft Laboratories

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NIOSH Claim Tracking ID: «ClaimID»
Energy Employee Name: «EmpName»

August 17, 2010

Dear «ClaimantName»:

My name is «PHAName» and I am a Public Health Advisor with the National Institute for Occupational Safety and Health (NIOSH). NIOSH's Division of Compensation Analysis and Support has received the claim you filed with the Department of Labor (DOL) under Part B of the Energy Employees Occupational Illness Compensation Program Act (the Act). Your claim has been assigned the NIOSH Tracking Number of «ClaimID». Please keep this number handy because it will allow us to access your claim quickly when speaking with you.

While your claim is with us at NIOSH, I will be one of the Public Health Advisors responsible for managing your file. If you have any questions about your claim after reading the information in this packet, please contact our office and we will be happy to assist you.

Claims Process

The Department of Labor has reviewed the claim you filed under Part B of the Act and determined that «youwereORMrEmpNamewas» possibly exposed to radiation while working at a covered facility for the Department of Energy or an Atomic Weapons Employer. In addition, medical records show that «youhavebeenORheshewas» diagnosed with cancer. After reviewing «yourORhisher» employment and medical history, the Department of Labor forwarded your claim to us for dose reconstruction. Once we complete the dose reconstruction for your claim, the Department of Labor will use the dose reconstruction results to assist in determining whether your claim qualifies for compensation.

Dose reconstruction is an accepted scientific method used to determine how much radiation exposure someone likely received in the workplace. Under Part B of the Act, NIOSH is responsible for conducting dose reconstructions for energy workers who were possibly exposed to radiation while conducting nuclear weapons production activities and have been diagnosed with cancer.

Before we can begin a dose reconstruction for your claim, we must gather the available and necessary records. These records may include «yourORMrEmpLastName» personal film badge readings, medical x-rays, urine sample data, and any exposure data from «yourORhisher» worksite(s). You will also have an opportunity to provide additional information about your claim during a voluntary telephone interview. We will contact you in the near future to schedule this interview. It may take awhile to gather all the necessary records; however, we will make every attempt to see that you receive a completed dose reconstruction in a timely manner.

Additional Materials Enclosed with this Letter

I have enclosed two additional items to provide you with information about the dose reconstruction program and to assist in answering questions that you may have about the program. We hope that the information in this packet will help you better understand dose reconstruction and explain in more detail the process your claim will go through while at NIOSH. Please take a moment to read through the following materials included in this packet:

- **Employment and Cancer Information as Reported by the Department of Labor**—this insert lists «yourORMrEmpLastName» employment and cancer information that NIOSH received from the Department of Labor for dose reconstruction. Please check this insert to make sure the employment and cancer information that has been sent to us from the Department of Labor is correct. This is the information that we will use to begin your dose reconstruction.
- **Overview of the Dose Reconstruction Process under the Act**—this insert provides a basic summary of the steps that a claim goes through once it is filed with the Department of Labor. NIOSH has identified 16 key steps in this process. To keep track of your dose reconstruction claim, use this sheet and place a check mark in the box provided by each step after your claim completes each step. As you can see, we have already checked the first 5 steps for you because these steps have already been completed for your claim.

Other Materials Available on Our Web Site or Upon Request

For a more detailed description of the dose reconstruction process, please visit the “Print Materials” page on our Web site (<http://www.cdc.gov/niosh/ocas>). Below you will find a list of some of the items on that page that explains the dose reconstruction program and answers some common questions about dose reconstruction. If you do not have access to the Internet and/or would like a copy of the items listed below, please contact our office.

- **Dose Reconstruction Program Video**—a 15-minute video to educate energy workers, their survivors, and authorized representatives about dose reconstruction and the overall dose reconstruction program.
- **Glossary of Terms**—a booklet that lists and defines terms commonly used in this program.
- **Frequently Asked Questions: Dose Reconstruction**—a brochure that includes eight common questions about dose reconstruction.
- **DOL to NIOSH and back to DOL: Detailed Steps in the Dose Reconstruction Process under the Act**—a brochure that explains in detail the various steps a claim goes through once it is filed with the Department of Labor.

Thank you for taking the time to read through the information in this packet. We hope that you find it beneficial. If you have questions about your claim, the dose reconstruction program, or any other questions, please contact me toll-free at (877) 222-7570; directly at «PHAPhoneSpecial»; or by email at dcas@cdc.gov.

Sincerely,

«PHAName»
Public Health Advisor
National Institute for Occupational Safety and Health (NIOSH)
Division of Compensation Analysis and Support (DCAS)

Enclosures (2)

«Next Record»Cc: «RepName»

«Next Record»«RepName»

«Next Record»«Employer»

«StartDate»

«EndDate»

Cancer Information

The Department of Labor has provided NIOSH with **primary** cancer information for your claim. The following is a summary of the information NIOSH received. Please verify that the cancer type, date of diagnosis, and number of cancers are correct. If any cancer information appears to be missing or changes need to be made, please contact the Department of Labor at the telephone number listed above.

Type of Cancer

«Next Record»«Cancer»
«Next Record»«Cancer»
«Next Record»«Cancer»
«Next Record»«Cancer»

Date of Diagnosis

«DateDiagnosed»
«DateDiagnosed»
«DateDiagnosed»
«DateDiagnosed»

Overview of the Dose Reconstruction Process under the Act

DOL to NIOSH and back to DOL

Below is a brief overview of the process a claim will go through once it is filed with the Department of Labor under Part B of the Energy Employees Occupational Illness Compensation Program Act. NIOSH has identified 16 key steps in this process.

To keep track of your dose reconstruction claim, place a check mark in the box in the left-hand column after your claim completes each step. Receiving this packet of information indicates that your claim has completed Step 4 and NIOSH has begun Step 5. Therefore, we have already checked the first 5 steps for you.

Claims are with the Department of Labor (DOL) for Steps 1 & 2

- Step 1** Energy worker or a survivor of an energy worker submits a claim to DOL.
- Step 2** DOL sends claims involving possible radiation exposure and cancer diagnosis to NIOSH for dose reconstruction. All other claims stay with DOL.

Claims are with NIOSH for Steps 3 through 14

- Step 3** Claim information is entered into a tracking database and the claim is assigned a NIOSH tracking number.
- Step 4** Claimant receives a packet of informational materials with a letter explaining that NIOSH has received his/her claim from DOL for dose reconstruction.
- Step 5** NIOSH begins gathering information needed to complete the dose reconstruction.
- Step 6** Claimant receives a letter from Oak Ridge Associated Universities (ORAU—a NIOSH contractor) with instructions on how to schedule a voluntary telephone interview.
- Step 7** The voluntary telephone interview is conducted with the claimant if he/she chooses to participate in the interview.
- Step 8** Claimant receives a summary report of the voluntary telephone interview if he/she participated in the interview.
- Step 9** Claimant receives a 'Conflict of Interest' letter explaining how claims are assigned to a health physicist for dose reconstruction.

- Step 10** Claim is assigned to a health physicist and dose reconstruction begins.
- Step 11** Claimant receives the draft dose reconstruction report for review and an OCAS-1 Form to sign and return to NIOSH.
- Step 12** Claimant has an opportunity to discuss the draft dose reconstruction report with NIOSH or ORAU before it is finalized and returned to DOL for a compensation decision.
- Step 13** Claimant signs and returns the OCAS-1 Form to NIOSH stating that he/she does not have any additional information to share with NIOSH about his/her claim at this time.
- Step 14** NIOSH sends the final dose reconstruction report to the claimant and DOL.

Claims are with the Department of Labor (DOL) for Steps 15 & 16

- Step 15** DOL receives the final dose reconstruction report from NIOSH; uses it to determine whether the energy worker's cancer was "at least as likely as not" caused by workplace exposure to radiation; and issues the claimant a recommended decision.
- Step 16** DOL issues a final decision to the claimant regarding compensation.

NOTICE—This communication may contain private, confidential, or privileged information intended for the sole use of the person to whom it is addressed. Any use, review, distribution, copying, or any action taken in reliance upon this information is strictly prohibited if you are not the person to whom the communication is addressed. If you have received this communication in error, please contact NIOSH immediately at (877) 222-7570 or dcas@cdc.gov