



TEXAS DEPARTMENT OF INSURANCE

Division of Workers' Compensation - Hearings (MS-35)

7551 Metro Center Drive, Suite 100, Austin, Texas 78744-1645

(512) 804-4010 | F: (512) 804-4011 | (800) 252-7031 | TDI.texas.gov | @TexasTDI

memo

To: System Participants
From: Kerry Sullivan, Deputy Commissioner for Hearings
Date: November 7, 2017
RE: Contact Information for DWC's Hearings Section

This memorandum reminds system participants of the appropriate fax lines for communicating with the Hearings section and provides updated contact information, including direct phone numbers, to reach docketing staff.

When filing documents relating to benefit review conferences, contested case hearings held by DWC, and Appeals Panel reviews, please use the applicable fax line listed below. Doing so will ensure that your documents are delivered to the appropriate officer as soon as possible.

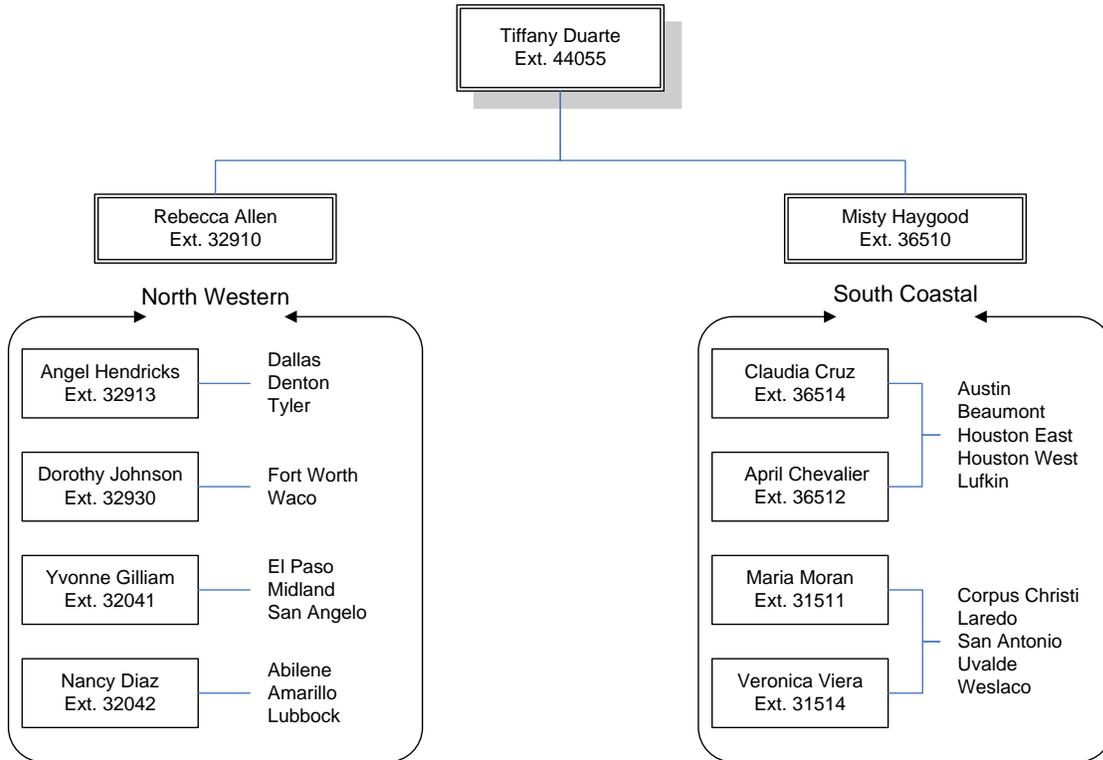
- **(512) 804-4011** is for all documents relating to benefit review conferences and contested case hearings, including motions and information related to the dispute.
- **(512) 804-4021** is for requests for Appeals Panel review and other matters related to the Appeals Panel process.

An updated regional docketing chart is attached to this memo. The chart provides contact information for docketing staff at each DWC field office.

Please contact Tiffany Duarte, Chief Clerk of Proceedings at (512) 804-4055 with any questions.

Regional Docketing

(800) 252-7031



**Please note that Rebecca Allen has a new telephone number.