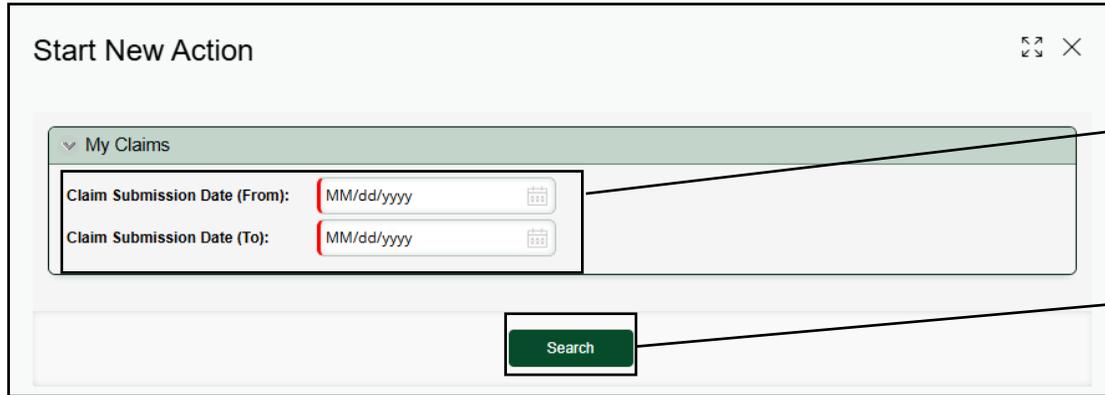


QuickStart Guide

The "My Claims" Process allows an Attorney to view all of the Claims their appearance conveniently using a dashboard style display. To access this process navigate to **Start New Actions>Claims>My Claims**



Start New Action

My Claims

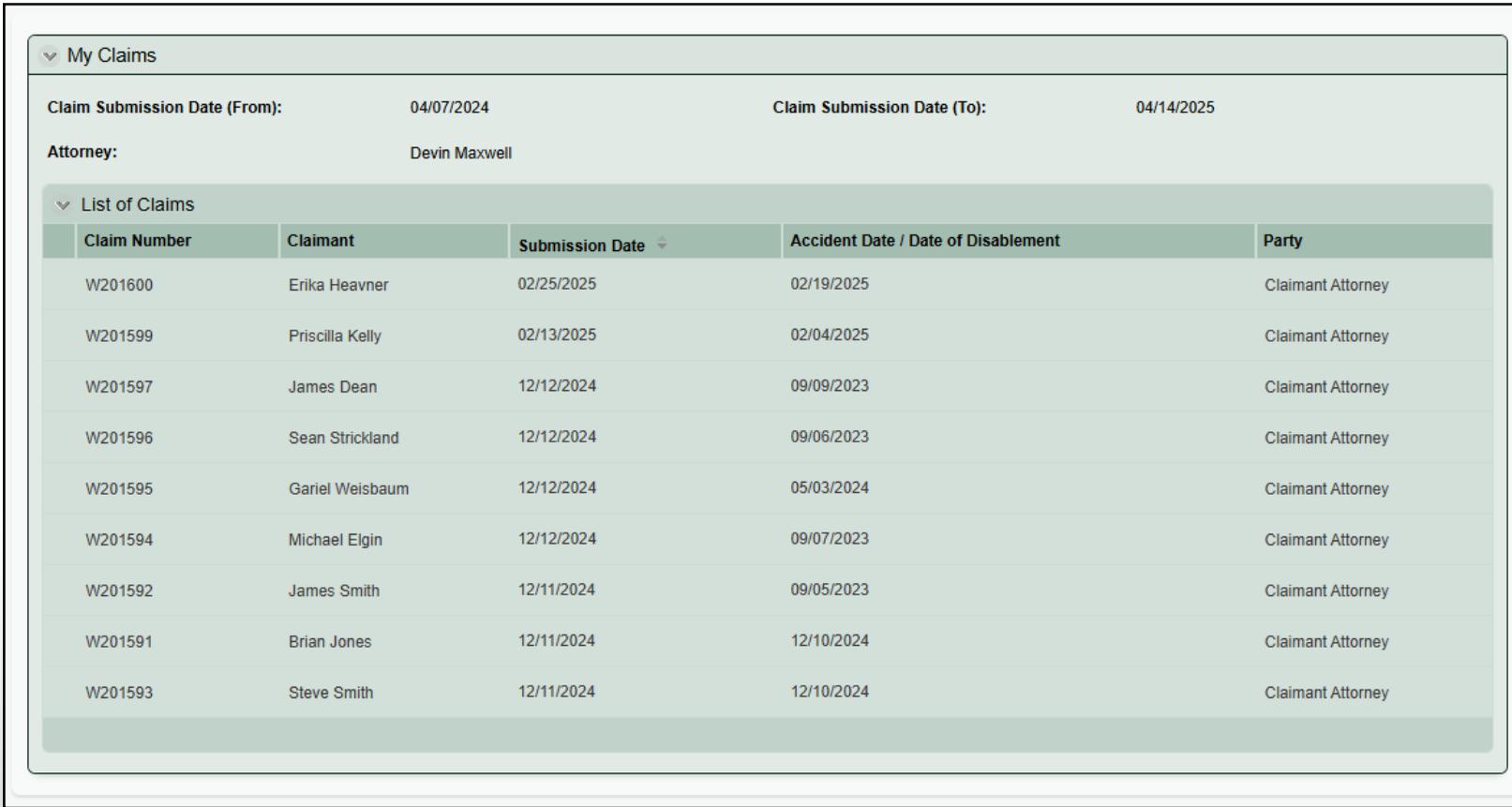
Claim Submission Date (From): MM/dd/yyyy

Claim Submission Date (To): MM/dd/yyyy

Search

1 The Start Form will display two required fields in the form of a datepicker. Enter the Claim Submission From and To dates to specify a time range.

2 Click "Search"



My Claims

Claim Submission Date (From): 04/07/2024 Claim Submission Date (To): 04/14/2025

Attorney: Devin Maxwell

List of Claims

Claim Number	Claimant	Submission Date	Accident Date / Date of Disablement	Party
W201600	Erika Heavner	02/25/2025	02/19/2025	Claimant Attorney
W201599	Priscilla Kelly	02/13/2025	02/04/2025	Claimant Attorney
W201597	James Dean	12/12/2024	09/09/2023	Claimant Attorney
W201596	Sean Strickland	12/12/2024	09/06/2023	Claimant Attorney
W201595	Gariel Weisbaum	12/12/2024	05/03/2024	Claimant Attorney
W201594	Michael Elgin	12/12/2024	09/07/2023	Claimant Attorney
W201592	James Smith	12/11/2024	09/05/2023	Claimant Attorney
W201591	Brian Jones	12/11/2024	12/10/2024	Claimant Attorney
W201593	Steve Smith	12/11/2024	12/10/2024	Claimant Attorney

3 CompHub displays a table listing all of the Claims in which your appearance is currently entered into. The top section displays the time range you've selected. The bottom table lists the Claims identifying them with the following fields; Claim Number, Claimant, Submission Date, Accident Date, and the Party Type (e.g. Claimant Attorney, Insurer Attorney, Employer Attorney) Review this table.

 If you have selected to search using a wide time frame, your List of Claims table will have multiple page. You may click on any column header to sort by that field.