



## **EMERGENCY CLAIM REPORTING PROCEDURES**

**QUAL-LYNX  
100 Decadon Drive  
Egg Harbor Township, NJ 08234  
TELEPHONE: 609-653-8400**

### **IN AN EMERGENCY CONTACT QUAL-LYNX IMMEDIATELY**

**PROCEDURE FOR EMERGENCIES WHICH OCCUR AFTER  
NORMAL BUSINESS HOURS:**

**CALL QUAL-LYNX: 609-653-8400 OR 800-367-0138**

**OUR SERVICE WILL THEN CONTACT THE DESIGNATED  
QUAL-LYNX MANAGEMENT PERSONNEL TO RESPOND TO  
ALL EMERGENCY CALLS. HAVE CONTACT NAME AND  
TELEPHONE NUMBER AVAILABLE FOR RETURN CALL.**

**EMERGENCY PROPERTY  
CLAIMS NUMBER:  
Cell 609-402-5218**

## **CONTACTS**

### **ADMINISTRATION**

**Chris Roselli, Account Manager  
Direct #: 609-833-2176  
E-MAIL: [croselli@qual-lynx.com](mailto:croselli@qual-lynx.com)  
Cell Phone: 609-827-7170**

## CLAIM UNITS

### WORKERS' COMPENSATION CLAIMS

**Qual-Lynx's Main Phone Number (609) 653-8400**

**Tammy Langsdorf, Unit Supervisor**

**Direct #:** 609-833-2921

**E-Mail:** [tlangsdorf@qual-lynx.com](mailto:tlangsdorf@qual-lynx.com)

**Fax:** 609-601-3196

<b>Adjusters</b>	<b>Direct Dial</b>	<b>Fax</b>	<b>Email</b>
Mary Jane Tomasello	609-833-9217	609-601-3196	<a href="mailto:mtomasello@qual-lynx.com">mtomasello@qual-lynx.com</a>
Chelsea Quitter	609-833-2933	609-601-3196	<a href="mailto:cquitter@qual-lynx.com">cquitter@qual-lynx.com</a>
Courtney Chialastri	609-833-9258	609-601-3196	<a href="mailto:cchialastri@qual-lynx.com">cchialastri@qual-lynx.com</a>
Kaitlyn Leonard	609-833-2826	609-601-3196	<a href="mailto:kleonard@qual-lynx.com">kleonard@qual-lynx.com</a>
Alexandria McMurren	609-833-9345	609-601-3196	<a href="mailto:alexandria.mcmurren@qual-lynx.com">alexandria.mcmurren@qual-lynx.com</a>
Aubrey Myers-Heath	609-833-2053	609-601-3196	<a href="mailto:amyers@qual-lynx.com">amyers@qual-lynx.com</a>

**WORKER'S COMPENSATION FAX NUMBER: 609-601-3196**

**QUAL-LYNX  
WORKERS' COMPENSATION CLAIMS REPORTING  
AND EMERGENCY REPORTING PROCEDURE:**

Report ALL worker's compensation claims requiring medical treatment as soon as possible by calling your dedicated **QUAL-LYNX HOTLINE:**

**1-888-342-3839**

Do not delay in reporting the claim, even if you do not have all necessary information. After the First Report of Injury is taken, the First Report representative will ask the caller if they need to speak to the nurse on call. If so, the First Report representative will ask the caller for a number where they can be reached and will page the nurse. The nurse will call the First Report representative and obtain all pertinent information and call you back to review the process for assigning a nurse case manager and how we will obtain follow up for the injured worker. The nurse will also answer any questions you may have.

For **EMERGENCIES**, ask for the 24-hour nurse on call. As part of the **After Hours** services, there is a nurse on call 24 hours a day, 7 days a week. The nurse is available to speak to the caller in the event of a catastrophic injury. The nurse will be paged and you will receive a return telephone call. Have a contact name and telephone number available.

**Karen Beatty, Workers' Compensation Client Service Manager**

**Direct #:** 609-365-4999

**Email:** [kbeatty@qual-lynx.com](mailto:kbeatty@qual-lynx.com)

**Cell Phone:** 609-626-1023

**Qual-Lynx's Main Phone Number (609) 653-8400**

**PROPERTY DAMAGE  
(BUILDINGS, CONTENTS, EQUIPMENT, AND VEHICLES)**

**Report all Property claims to:**  
**Joseph Lisciandri, Property Claims Supervisor**  
**Phone: 609-601-3191**  
**E-mail: [jlisciandri@qual-lynx.com](mailto:jlisciandri@qual-lynx.com)**  
**Fax: 609-601-3192**  
**Cell Phone: 609-402-5218**

<b>Adjusters</b>	<b>Direct Dial</b>	<b>Fax</b>	<b>Email</b>
Joe Lisciandri	609-601-3191	609-601-3192	<a href="mailto:jlisciandri@qual-lynx.com">jlisciandri@qual-lynx.com</a>
Eileen Stasuk	609-833-2091	609-601-3193	<a href="mailto:estasuk@qual-lynx.com">estasuk@qual-lynx.com</a>
Diane Payne	609-833-2202	609-601-3194	<a href="mailto:dpayne@qual-lynx.com">dpayne@qual-lynx.com</a>
Doris Moore	609-833-2903	609-601-3194	<a href="mailto:dmoore@qual-lynx.com">dmoore@qual-lynx.com</a>

**\*Please provide a contact name and telephone number, with location of damaged property when reporting a claim for prompt investigation, estimate and/or appraisal.**

**LIABILITY (GENERAL, AUTOMOBILE and EDUCATORS LEGAL)**

**Report all Liability claims to:**  
**Susan Mooney, Unit Supervisor**  
**Phone: 609-833-2902**  
**E-mail: [smooney@qual-lynx.com](mailto:smooney@qual-lynx.com)**  
**Fax: 609-601-3188**

<b>Adjusters</b>	<b>Ext.</b>	<b>Fax</b>	<b>Email</b>
Robin Sulzer	609-601-3185	609-601-3188	<a href="mailto:rsulzer@qual-lynx.com">rsulzer@qual-lynx.com</a>
Kristen Kiel	609-833-9215	609-601-3188	<a href="mailto:kkiel@qual-lynx.com">kkiel@qual-lynx.com</a>
William Kissane	609-833-9266	609-601-3188	<a href="mailto:wkissane@qual-lynx.com">wkissane@qual-lynx.com</a>
Sandra Kellerman	609-833-2911	609-601-3188	<a href="mailto:skellerman@qual-lynx.com">skellerman@qual-lynx.com</a>

**Additional Qual-Lynx Emergency Numbers:**  
**Alice H. Lihou, President & CEO**  
**Phone: 609-833-2175**  
**Email: [alihou@qual-lynx.com](mailto:alihou@qual-lynx.com)**  
**Cell Phone: 609-335-2295**

Kathleen Kissane, AVP, Account Management

Phone: 609-833-2178

Email: [kkissane@qual-lynx.com](mailto:kkissane@qual-lynx.com)

Cell Phone: 609-457-3752

Stephen McNamara, AVP, Client Services

Phone: 732-507-6782

Email: [smcnamara@qual-lynx.com](mailto:smcnamara@qual-lynx.com)

Cell Phone: 609-626-4230