

Save money by encouraging a drug-free workplace

SCF Arizona now offers a 5 percent credit to policyholders that institute or already have a qualifying alcohol and drug-free workplace program.

To receive this premium credit you must:

- 1) Register your program with the Industrial Commission of Arizona (ICA). Download the Certification of Employer's Drug and Alcohol Testing Policy form from the ICA website:

<http://www.ica.state.az.us/forms/workersComp/DrugAndAlcoholTestingCertification.pdf>

- 2) Copies of the completed form need to be sent to both the ICA and SCF Arizona. The mailing addresses are as follows:

Industrial Commission of Arizona
Claims Division (Admin. Section)
PO Box 19070
Phoenix, AZ 85007

SCF Arizona
Sales and Marketing Division
3030 N 3rd St
Phoenix, AZ 85012

- 3) When you send in the ICA form, SCF will reply with a Drug and Alcohol Program Verification Form that also must be **signed and returned** to SCF in order to qualify for the discount.
- 4) When your verification form is received, SCF will respond by mailing an endorsement to your policy.

The 5 percent credit is applied after audit at the end of the policy period and after total premium has been paid.

If you have any questions or need additional information regarding this procedure please contact your account representative or call the SCF Customer Contact Center at 602-631-2600.