

Substantially Similar Forms

Many forms, letters, templates and orders developed by L&I are used by self-insured employers and third party administrators in the management of claims. If not using the version directly off the web, the version should be “substantially similar” to the self-insurance versions.

Substantially similar is defined in [WAC 296-15-001](#) as:

- The text of the department’s document has not been altered or deleted; and
- The self-insurer’s document has the text;
- In approximately the same font size;
- With the same emphasis (bolding, italics, underlining, etc.); and
- In approximately the same location on the page as the department’s document.

Examples of Forms and orders that are required to be substantially similar:

Claim Denial Request form	F207-217-000
Starting Compensation Benefits template	F207-224-000
Self-Insured Employers’ Time-Loss Claim Closure Order and Notice (EC)	F207-070-000
Self-Insured Employers’ Medical Only Claim Closure Order and Notice (MO)	F207-020-111
Self-Insured Employers’ Permanent Partial Disability Closure Order and Notice (PPD-NTL)	F207-165-000
Self-Insured Employers’ Permanent Partial Disability Closure Order and Notice (PPD-TL)	F207-164-000
Schedule of Future Payments for the Balance of the Permanent Partial Disability Award	F207-162-000
SIF-5A Cover Sheet: Wage Calculations	F207-156-000

For the forms listed above, we will consider text written in the following of font and size (this excludes titles or headings) to be “substantially similar” to the text on the self-insurance form.

Font	Size	Font	Size
Arial	11	Arial	12
Times New Roman	11	Times New Roman	12
Calibri (body)	11	Calibri (body)	12
Verdana	11	Verdana	12

For questions call Self-Insurance Training 360-902-6904