

## SETTLEMENT CONFERENCE WORKSHEET

\_\_\_\_\_  
Employee

VS

\_\_\_\_\_  
Employer

Bureau Claim Number \_\_\_\_\_

Provide the history of any prior settlement negotiations. Include the current status.

Outline your settlement proposal, ranking each component in the order of importance from first to last in a concise and thorough manner. Be sure to note which items are not negotiable.

Identify any factors or issues that you view as impediment to reaching a negotiated settlement.

List the strengths and weaknesses of each party's case.

**FORM IS ONLY TO BE USED BY THE  
WORKERS' COMPENSATION JUDGE HOLDING CONFERENCE.  
IT WILL NOT BE SHARED WITH THE PARTIES.**

## SETTLEMENT CONFERENCE WORKSHEET

By execution of this worksheet, the parties agree that

All discussion, representations, and statements made during mediation will be privileged as settlement negotiations. The parties agree that they will not attempt to discover or use as evidence in any judicial, administrative or arbitration action or proceeding anything related to the mediation, including any communications or the thoughts, impression or notes of the mediator. No document produced in mediation, which is not otherwise discoverable, will be admissible by any of the parties in any action or proceeding, including, but not limited to, a judicial, administrative or arbitration action or proceeding, except as provided in 42 Pa. C.S.A. §5949.

Party \_\_\_\_\_

Counsel \_\_\_\_\_

Date \_\_\_\_\_

**FORM IS ONLY TO BE USED BY THE  
WORKERS' COMPENSATION JUDGE HOLDING CONFERENCE.  
IT WILL NOT BE SHARED WITH THE PARTIES.**