The employee is involved in a workplace injury.

The employee should determine the severity of the injury.

**MODERATE INJURY**

i.e. cuts, bites, sprains, slips, trips, falls, etc.

The employee should visit **IHC WORKMED** for treatment, **NOT THEIR PERSONAL PHYSICIAN.**

If IHC Workmed determines that the employee can work without restriction, the employee will return to work.

**MINOR INJURY**

i.e. First-aid only - no restriction of job duties (EX: minor cut)
i.e. No medical attention is requested by the employee (EX: Pulled muscle)

If the employee desires, he/she may visit **IHC WORKMED** for medical treatment.

The employee returns to work.

**MAJOR INJURY**

i.e. Life threatening emergencies (i.e.: loss of consciousness, excessive bleeding, difficulty breathing, etc.)

**CALL 911,** the employee will be taken by emergency personnel to the **NEAREST HOSPITAL.**

**REQUIRED ACCIDENT DOCUMENTATION**

Whenever an employee is seen by a medical professional for a workplace injury, the following documents must be filled out and given to the Risk Management Specialist within **24 HOURS.**

1. Supervisor Accident Investigation Report
2. Employee Statement Regarding Accident
3. Witness Statement
4. Labor Commission 122 Form
5. IHC WorkMed Authorization Form

WCSD Risk Management