

AN EMPLOYEE HAS BEEN IN AN ACCIDENT.



WHAT DO I DO?

MY EMPLOYEE WAS INVOLVED IN AN ACCIDENT?

What is my responsibility?

- a) **Send/take employee to Concentra for injury care and drug screening.**
- b)
- c) **NO LATER THAN THE NEXT BUSINESS DAY**, send a completed accident report to Human Resources. (*Blank accident reports* are available on line at nobullexta.com)

Thank you. You have successfully completed your task. ☺