



WHAT TO ASK WHEN AN EMPLOYEE GETS HURT

To establish compensability for a Workers' Compensation Claim, provide answers to the following questions.

- How did the injury occur? _____

- Is injured employee losing any time from work due to this injury? _____
- Have the employee's hours or rate of pay changed due to the injury/restrictions? _____
- What is the Employee's return to work date? _____
- Are you, as the employer, able to accommodate the current work restrictions? _____

- Are there any questions or concerns about the claim? _____

- Do you need this claim investigated? _____
- Has the Employee received medical treatment? _____ If so, where? _____

- What is the Employee's address, phone number, and SSN? _____

- What is the Employee's hire date? _____
- What is the Employee's work title? _____