

Dear Caregiver,

We appreciate your hard work and understand that it keeps you very busy. So busy that sometimes you may forget fundamental safety work practices. We made this safety insert especially for you so that you can refresh, learn and work safely without taking your time away from patient care.



Topic: Reporting an Accident

DO:



- Report all unsafe conditions immediately
- Report all injuries and near misses immediately
- Inform your immediate supervisor if you witnessed an accident or injury
- Follow all work restrictions

DON'T:

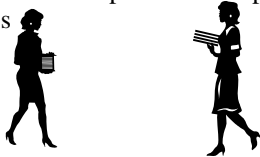
- Delay reporting an injury or accident
- Miss scheduled doctor appointments
- Work beyond your limited duties or restrictions



Know the forms (3):

FULL Completion

- Form **5020** - State of California Employer's Report of Occupational Injury or Illness
- Form **DWC 1** - Division of Worker's Compensation Worker's Compensation Claim Form
- **Investigation Form** - Supervisor's Report of Injury or Illness



No matter how small you may think the injury or accident is you should report them to your supervisor immediately. Timely notification of such incidents can prevent future accidents and injuries. If you need more information please contact our safety specialists at safetyhasitsrewards@carewestinsurance.com.

Sincerely,
Care West Team

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