



UCSF FRESNO HUMAN RESOURCES WORKERS' COMPENSATION Housestaff Incident Reporting Guidelines

WHAT IS WORKERS' COMPENSATION?

Workers' Compensation is designed to assure that an employee who sustains a work related injury or illness receives medical attention for the injury or illness, as well as partial wage replacement benefits and other support in returning to gainful work.

INCIDENT PROTOCOL

Initial management of all Workers' Compensation Incidents (On-the-job injuries, Blood/Body Fluid Exposures, i.e. needle sticks) including counseling, assessment of risk and treatment will be initiated at the training site where the incident occurred.

1. Report to Employee Health Services during office hours (call appropriate number below to confirm office hours) or the Emergency Department after hours.
2. Contact **UCSF Fresno Human Resources at (559) 499-6416 or (559) 499-6421** within 24 hours of the occurrence for further instructions and completion of Employee Injury Questionnaire. You may be required to sign a release of information so that records can be obtained from the site where the incident occurred.

Facility	Department	Phone Number
Children's Hospital Central California	Employee Health	(559) 353-6470
Community Regional Medical Center	Employee Health	(559) 459-6416
Kaiser Permanente Fresno Medical Center	Employee Health	(559) 448-4915
Saint Agnes Medical Center	Employee Health	(559) 450-3383
Selma Community Hospital	Employee Health	(559) 891-6429
VA	Employee Health	(559) 225-6100 x6978

IF YOU LOSE TIME FROM WORK BEYOND THE DAY OF INJURY

- Inform your Residency Coordinator/Program Manager immediately for coverage purposes and to ensure that you are well informed of what effect the time off will have on the completion of your training.
- Submit all written authorizations from your attending physician to HR regarding time off, extension of time off or release to work.
- Your program will submit a PAF form to GME in order to initiate Workers' Compensation payroll procedures and FMLA documentation, if you meet eligibility criteria.