

PROCEDURES FOR REPORTING WORK-RELATED INJURY/ILLNESS

NON-EMERGENCY PROCEDURES TO FOLLOW FOR MEDICAL TREATMENT:

1. **Notify your manager/supervisor immediately of any work-related injury or illness.**
2. You do not have to seek medical care immediately but **you must report the incident to your supervisor and to AmeriSys** so there will be a record of the injury if treatment is required at a later date.
3. Complete the