

# INJURY-TREATMENT POLICY and ACKNOWLEDGMENT FORM

## ■ If you or a co-worker have a **MINOR INJURY**:

1. Report the injury (yours or another person's) to your Project Superintendent *immediately*.

Notifying your supervisor of an injury one, two, or three days later is unacceptable.

2. **BEFORE** going to a clinic, call Jared Morgan, 801-910-7011.
3. Go to (or take the injured worker to) the clinic listed on the jobsite safety poster (in the job office), typically the nearest **CONCENTRA CLINIC**.
4. Let the doctor know we have a **MODIFIED DUTY PROGRAM** available for injured employees. We will accommodate ANY light duty restrictions as long as the employee is not hospitalized.

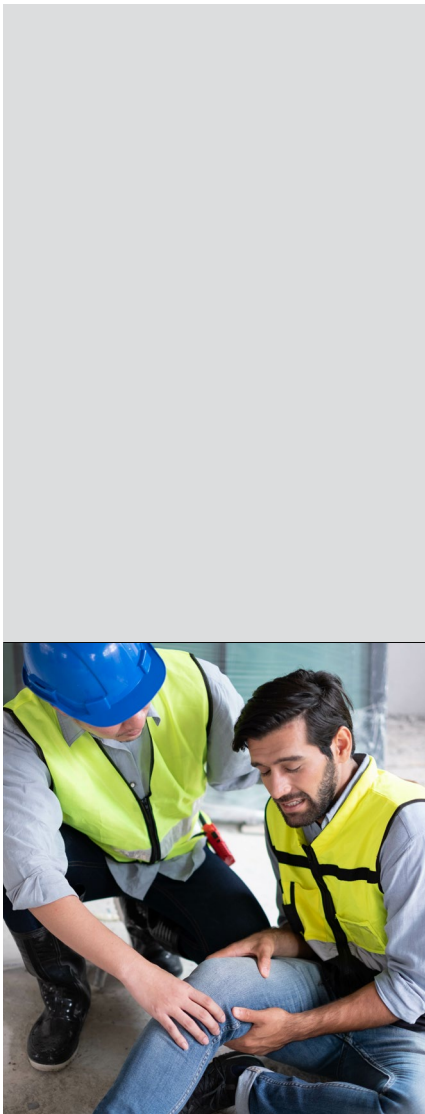
## ■ If you or a co-worker have a **MAJOR INJURY**:

If the injury is non-life- or limb-threatening, you must go to the nearest Concentra. Going to a hospital ER for a non-life- or limb-threatening emergency is unacceptable.

1. **REMAIN CALM** and stabilize the injured worker. (If trained and willing to help, give first aid and CPR as warranted.)
2. Call 911. Station people to direct the ambulance to the injured worker.
3. Notify the site Superintendent.
4. Contact Jared Morgan at 801-910-7011 immediately, but he does not need to approve an emergency room visit.

## ■ Acknowledgment

My signature, below, indicates I have read and understand these instructions. I acknowledge I must attend the **COMPANY-APPROVED** clinic when needed, and only go to the emergency room with severe, life-, limb-, or organ-threatening injuries requiring more treatment than the company-approved clinic can likely provide.



EMPLOYEE NAME (PRINTED)

EMPLOYEE SIGNATURE

DATE