

## WASHINGTON HOSPITALS WORKERS' COMPENSATION PROGRAM

### Accident/Incident Table:

**Actions employers must take for each type of serious work incident:**

Action Employer must take:	In case of death or probable death	Accident involving inpatient hospitalization of 1 or more employees	In case of any serious injury or illness resulting in lost time from work	BBP or Contaminated Sharp Injury	Near miss (serious accident almost happened) or medical treatment only
Report the accident to L&I and include your phone number.	Required within 8 hours: Call L&I at 1-800-4BE-SAFE or OSHA at 1-800-321-6742.	Required: Call toll free L&I or OSHA same numbers as for death or probable death incidents.	Not Required	Not Required	Not Required
Report the accident to WC Program	Required immediately	Required immediately	Required immediately	Required immediately	Required for Medical Only Claims
Call your Safety Coordinator (Mike or Suzanne)	Required immediately. Get guidance to investigate. Do not move equipment/ protect all evidence	Required immediately. Get guidance to investigate. Do not move equipment/ protect all evidence	Recommended: Call your Safety Coordinator if help needed for RCA	Recommended: Call your Safety Coordinator if help needed for RCA	Required immediately
Complete Supervisor's investigation report & send to WCP	Required ASAP	Required ASAP	Required	Required	Required
Perform Root Cause Analysis & send to WCP	Required ASAP	Required ASAP	Required	Required	Required for serious near miss incident.

#### WC Program Fax 206-577-1909

<u>Safety Coordinator</u>	<u>Cell Phone</u>	<u>Telephone number</u>	<u>Fax number</u>
<b>Mike Lary</b>	<b>206-953-9827</b>	<b>360-792-0639</b>	<b>360-792-0642</b>
<b>Suzanne Metz</b>	<b>206-890-8169</b>	<b>206-216-2504</b>	<b>206-577-1906</b>