Job Task

Accident and Injury Responses

Hazard Review

1. For motor vehicle accidents, call the Police and the EMS and fire department when needed.
2. Be courteous, answer police questions, give identifying information to other parties involved. Do not assume responsibility.
3. Complete the information in the Motor Vehicle Accident Reporting Kit provided by the Travelers Company.
4. Employees are required to report minor incidents to their supervisor as soon as possible, but no later than the end of the work shift and before going to a NC DENR preferred provider. If you do not know the name of your preferred provider, contact the Workers' Compensation coordinator or Safety Officer.
5. Serious incidents shall be reported immediately. If there is a fatality, an immediate report to the Raleigh Office is also required.
6. If a serious injury or fatality occurs, the highest-level supervisor available should meet with family members to explain the circumstances and to provide assistance. Follow established guidelines for notifying Division/Office/Program management, DENR Safety Risk Management and WC Administrator.