

M&L INJURY/ILLNESS PROCESS

WHAT TO DO IF YOU ARE INJURED OR ILL

1. Contact site safety/first aid for care and documentation immediately. You will be accompanied to hospital/clinic/doctor by a company representative as required.
2. Report injury or illness to immediate supervisor and Safety Coordinator. Do not rely on your supervisor/foreman to report this to the Safety Coordinator.
3. Complete WorkSafe BC Form 6A – Worker's Report of Injury or Occupational Disease (give to Safety Coordinator within 24 hours of injury/illness).

WHAT HAPPENS NEXT

4. Foreman/supervisor will also report your injury/illness to Safety Coordinator
5. Safety Coordinator will contact you to review your injury/illness and discuss your ability to work.
6. Safety Coordinator will complete WorkSafe BC Form 7
7. Safety Coordinator will start a Return to Work program for you if you are unable to continue working. This will involve assessing the demands of your job, communicating with you and your health care provider, continuing to monitor your progress and, together with your health care provider, determining what modified or transitional duties are appropriate/available.
8. Safety Coordinator will report your injury/illness to the Joint Occupational Health & Safety Committee
9. You return to work healthy and strong!