

WHEN AN ACCIDENT HAPPENS AT WORK...

What workers must do:

- Report the accident to your employer as soon as possible and before leaving the workplace, following the workplace procedure set by your employer for accident reporting.
- If you have sought medical attention, advise your health-care provider (doctor, for example) it is a workplace injury.
- If you wish to apply for workers' compensation benefits (for wage replacement and/or medical treatment), complete the *Application for Workers' Compensation Benefits* form at worksafenb.ca.

What employers must do:

- Provide first aid and maintain a logbook of treatment. Provide transportation if medical attention beyond first aid is needed.
- Notify WorkSafeNB IMMEDIATELY if the accident causes a loss of consciousness, a fracture (other than to fingers or toes), a burn that requires medical attention, loss of vision, a deep laceration, amputation, in-patient admission to hospital, or death. Also IMMEDIATELY report any accidental explosion or exposure to biological, chemical or physical agent and any catastrophic event or equipment failure that results, or could have resulted, in injury. For immediate notification, call 1 800 999-9775, indicating: location; name of person injured, if applicable; employer name; contact person; and brief description of the incident.
- If the employee becomes injured or ill from the incident, requiring time away from work or medical treatment beyond first aid, complete the *Employer Report of Injury or Illness* at worksafenb.ca. You have three days to file the report from the: date of the accident/injury; date of the diagnoses of illness; or date your employee reported the injury or illness to you.