

## **BEST PRACTICES PRE-INJURY**

**Prior to the time** an employee reports and injury, there are many things the employer can do to prevent the claim from ever happening. Among these best practices would be:

1. Have a strong safety program.
2. Have an awards program that provides recognition and prizes to the department that has the best safety record.
3. Train all supervisors/managers on proper procedures for reporting an injury claim.
4. Include an employee accident brochure in the new hire packet outlining what the employee needs to do in the case of an injury.
5. Post the injury procedure where all employees will see it.
6. Post state-required posters on workers' comp next to the poster reminding all employees that workers' comp fraud is a crime and will be prosecuted.
7. Have a medical provider network in place.
8. Post the required medical providers or the recommended medical providers where all employees will know who to treat with in the case of an injury.
9. Have a written transitional/modified duty program ready for employees who can return to work with restrictions.