**Yuba County Workers’ Compensation Reporting Procedures**

**You were injured on the job, what do you do?**

Within 24 hours of the incident, report the injury to your supervisor and call **Company Nurse 1(877) 854-6877 available 24/7**

The nurse will determine whether the injury requires medical treatment or will provide first aid advice. If treatment is needed, the injured worker is referred for medical care.

If an emergency or outside normal business hours, the injured worker will be referred to the nearest emergency room. Otherwise, the injured worker will select a primary care provider. See the table below.

<table>
<thead>
<tr>
<th>Medical Provider Network (MPN) treatment facilities closest to the Yuba/Sutter area (for a more detailed list visit <a href="#">CSAC-EIA MPN</a>)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adventist Health + Rideout Occupational Health 1531 Plumas Ct, Yuba City, CA 95991 530-751-4900 Hours M-F 8am to 3:30pm</td>
</tr>
<tr>
<td>Available 24 Hours/7 days Kura MD Telemedicine -OR- Adventist Health + Rideout Emergency</td>
</tr>
</tbody>
</table>

The workers’ compensation program is administered by:

**Human Resources/Risk Management**
Attn: Tiffany Manuel, HR Manager
915 8th Street Suite 113, Marysville, CA 95901
530-749-7860

Claims administration services are provided by:

**York Risk Services Group, Inc.**
Attention: Assigned Adjuster
P.O. Box 619079, Roseville, CA 95661-9079
916-783-6000

**Fraud Alert:** Any person who makes or causes to be made any knowingly false or fraudulent material statement or material representation for the purpose of obtaining or denying workers’ compensation benefits or payments is guilty of a felony.

Claim #: ___________________________ Adjuster Name: ___________________________
What happens if the Company Nurse refers me to home care/self-care?
If you are reporting an incident only and do not need treatment with a provider, you don’t need to do anything other than follow the nurses triage instructions. HR will send you a WC packet with information on WC benefits and a claim form. You only need to respond if you plan to get treatment. If your status changes and you need treatment, call Company Nurse back referencing your call confirmation #.

What happens if the Company Nurse refers me for treatment with a doctor?

Company Nurse will fax your designated treatment facility. 

You must receive treatment within the timeframes assigned by Company Nurse.

Your salary will continue as if you were actively at work on your first day of treatment, if you are seen during your shift.

What happens if the doctor takes me off work?
You must inform your supervisor and provide a work status. All injured workers must use 100% of their sick leave accruals during the first 3 days of their leave. Thereafter, WC temporary disability (TD) benefits will be coordinated with the use of sick leave. If the injured worker remains off work for more than 14 days, the 3-day waiting period is waived. You can make an irrevocable choice to not use your vacation. Contact HR with questions. Safety member injured workers qualify for up to 12-months of salary continuation pursuant to labor code 4850, plus up to 12 months of TD benefits. LC4850 and TD benefits are not paid until the claim is accepted. FMLA/CFRA job protected leave may be designated during your leave.

What is the supervisor responsible for?
When an injury occurs, the first line supervisor or manager is responsible for making sure the injured employee receives proper medical attention and investigates how the incident occurred and must immediately address any safety concerns.