

Medical Services Providers

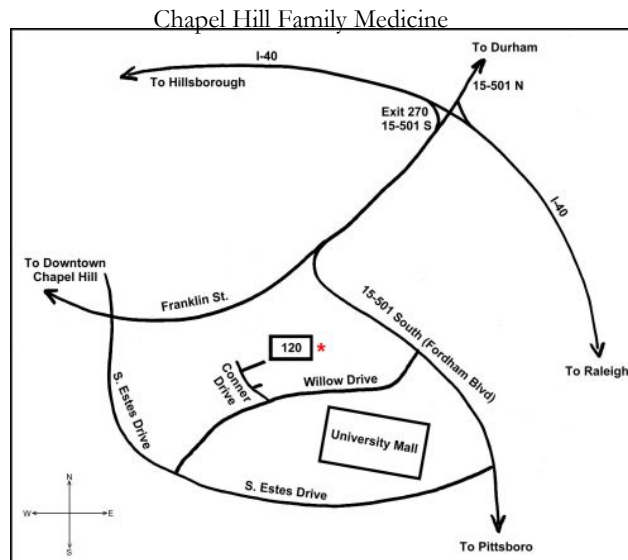
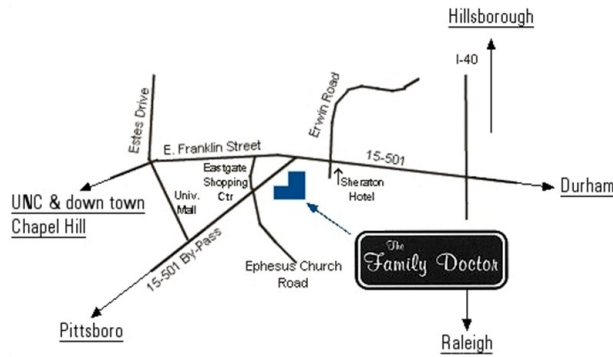
The Family Doctor
1728 Fordham Blvd
151 Rams Plaza
Chapel Hill, NC 27514
919-968-1985

Monday - Wednesday 8am - 8pm
Thursday - Friday 8am - 7pm
Saturday 8am - 6pm
Sunday 1pm - 5pm

Concentra Medical Center
4104 Surles Ct. Ste. 11
Durham, NC 27703
919-941-1911

Monday—Friday 7:30 AM—8 PM
Weekend 10AM—4 PM

Chapel Hill Family Medicine (Police Only)
120 Conner Dr. Ste. 200
Chapel Hill, NC 27514
919-967-8291
Monday—Friday 8:30 AM—5 PM



**What To Do
 If You Are
 Injured On
 The Job**



Human Resource Development
 Department

Get Well Soon, We
Need You!

If You Are Injured on the Job

1. If you need emergency medical attention **CALL 911!**
2. If not, notify your supervisor immediately.
3. Obtain the required forms from you supervisor.
4. Have someone drive you to one of the Town's Medical Providers (see other side). Do not go to your personal doctor!
5. Return the completed forms to your supervisor.



After Your Medical Treatment

1. Follow the doctors orders (treatment and work restrictions)
2. Contact: **Mike Beckman, Occupational Health & Safety Officer** as soon as possible. Located in Town Hall HRD (919) 969-5035
3. Be on time for follow up visits or physical therapy
4. Cooperate with the NCLM Claims Adjuster.

Supervisors of Injured Employees

1. If your employee needs emergency medical attention **CALL 911!**
2. Give the employee a signed **Medical Authorization Form**
3. Call the medical provider and tell them you are coming.
4. Take the employee (or have them driven) to the medical provider.
5. Within 24 hrs complete, and sign, the Form 19 and the Town's Accident Investigation report. Take pictures if needed.
6. Obtain the completed medical forms from the employee and discuss the medical restrictions.
7. Keep a copy of all forms and forward all originals to **Mike Beckman, Occupational Health & Safety Officer**.
8. Notify your Payroll & Benefits Rep. if the employee is going to miss time or will be on Return to Work, restricted duty.
9. Keep in touch with your employee while they recover.
10. If you have question, contact **Mike Beckman, Occupational Health & Safety Officer** as soon as possible. Located in Town Hall HRD (919) 969-5035



Occupational Health
&
Safety