

**EMERGENCIES INVOLVING SERIOUS INJURIES AND/OR DEATH
SERIOUS INJURIES**

These procedures are designed to help guide the supervisor through emergency situations. The procedures are designed to ensure the highest level of treatment for an injured employee and reduce problems that may arise after the emergency is over with regards to reporting issues and processing of bills. These procedures are to be followed, however, if the procedure does not meet the needs of the immediate emergency, then **THE SUPERVISOR SHALL TAKE WHATEVER STEPS ARE NECESSARY TO PROTECT THE EMPLOYEE AND PROVIDE ANY EMERGENCY TREATMENT NECESSARY DURING THE EMERGENCY.**

In life or limb threatening situations, the issue is not whether the condition or injury is work-related, but the health and well-being of the employee is the primary concern. Should it later be proven that the condition or injury was not work-related; there are other insurance coverages to provide payment for the medical treatment bills that resulted from the emergency treatment.

**IMMEDIATE NEED FOR MEDICAL TREATMENT (LIFE OR LIMB
THREATENING)**

In cases of emergency (immediate danger or doubt about an employee's condition), **CALL THE PARAMEDICS. DO NOT CALL A PRIVATE AMBULANCE SERVICE.** If the paramedics determine that the employee needs to be transported to a medical facility, be sure to send along a completed Medical Service Order.

IMMEDIATELY CALL:

**WORKERS' COMPENSATION DIVISION
(951) 955-3530
or (951) 955-5864
AND
SAFETY OFFICE (951) 955-3520**

In the event of a catastrophic injury involving loss of limb, spinal cord injury, traumatic head or brain injury, extensive burns or a life-threatening condition, contact the Workers' Compensation Officer at **(951) 955-3530 or (951) 955-5864** or the claims adjuster so appropriate personnel can be assigned to monitor the employee's progress and medical condition/needs.

**TRANSPORTING EMPLOYEES FOR TREATMENT:
THE SAFETY AND WELL-BEING OF OUR EMPLOYEES SHOULD ALWAYS BE
OUR NUMBER ONE CONCERN.** When making the determination about transporting employees for treatment, please consider the safety of the employee and the immediate need for treatment. If you choose to transport the employee yourself, are you prepared to render emergency treatment should the condition become life-threatening? Would you be able to continue transporting the employee and still render the necessary emergency treatment? Do you have access to a phone to call for help if something goes wrong on the way to the hospital?

HOSPITAL EMERGENCY ROOMS

Employees **ARE NOT** to be sent to emergency rooms/hospitals **EXCEPT** in cases where immediate medical treatment is necessary and a designated Industrial Medical Facility is not open or cannot treat the level of injury sustained by the employee. Most approved designated Industrial Medical Facilities have emergency rooms that cover for them when their facilities are closed.

Refer to the list of authorized medical treatment facilities and emergency hospitals on Work Force Exchange. It is recommended that you have a listing of those facilities located in and around your work area for immediate referral if needed. It is a good idea to check with the designated facility to ascertain their current hours. Some facilities have extended hours. Emergency room costs are additional expenses to the County, and all supervisors should exercise judgment in determining whether these costs are necessary to meet the requirements of providing medical treatment in industrial cases.

Please contact the Workers' Compensation Division, if possible, for approval **before** filing out a Medical Service Order for an emergency hospital. No emergency room care will be paid for when other approved care is available. The employee will be held responsible for self-procured treatment. Self-procured treatment means medical care not authorized by the County of Riverside, Workers' Compensation Division. **EMPLOYEES WHO SELF-PROCURE MEDICAL TREATMENT WILL BE RESPONSIBLE FOR PAYMENT OF ALL CHARGES.**

DEATH

In the event an employee dies at work [even if it is not work-related] immediately contact and report the death to:

WORKERS' COMPENSATION DIVISION
(951) 955-3530 or (951) 955-5864
AND
SAFETY OFFICE (951) 955-3520

SERIOUS INJURY

There are conditions that must be reported to both the Workers' Compensation Division **AND** to Safety on an **immediate** basis. These are:

- 1. Immediate Hospitalization**
- 2. When employee is unconscious**
- 3. Where immediate surgery is required**
- 4. Amputation**
- 5. Heart attack or stroke**
- 6. Death**