

<p><b>GET YOUR EMPLOYEE MEDICAL HELP</b></p>	<ul style="list-style-type: none"> <li>• Make sure you have first aid available at your hospital.</li> <li>• Ensure employee received appropriate medical attention</li> </ul>
<p><b>WHAT TO EXPECT FROM YOUR EMPLOYEE'S MEDICAL PROVIDER</b></p>	<ul style="list-style-type: none"> <li>• The doctor will:             <ul style="list-style-type: none"> <li>○ Certify whether your employee's injury is work-related.</li> <li>○ Help your employee file a workers' compensation claim.</li> <li>○ Work with your employee to decide when they can return to work.</li> <li>○ Recommend any further treatment they may need.</li> </ul> </li> </ul>
<p><b>NEXT STEPS</b></p>	<ul style="list-style-type: none"> <li>• Make sure you document how the injury happened.             <ul style="list-style-type: none"> <li>• Interview Witnesses and keep written records.</li> </ul> </li> <li>• When you receive the "Report of Accident" from WA L &amp; I, complete the employer section and either mail or fax when completed.</li> </ul>
<p><b>RETURNING TO WORK</b></p>	<ul style="list-style-type: none"> <li>• The employee's medical provider will complete an Activity Prescription Form (APF), noting any restrictions they may have when returning to work or noting that they cannot return.</li> <li>• If your employee submits an APF that does not release your employee to work "full duty", they are not authorized to return to work. Please reach out to HR at <a href="mailto:HR@WellHaven.com">HR@WellHaven.com</a> to discuss next steps.</li> </ul>
<p><b>LAST STEPS</b></p>	<ul style="list-style-type: none"> <li>• Stay involved with your employee's claim and only provide information to authorized individuals from L &amp; I.</li> <li>• Keep in contact with your employee if they continue to seek medical care for their injury and/or miss work time. This ensures a successful recovery from the work injury and may help them return to work as soon as possible.</li> <li>• Please keep HR up to date.</li> </ul>
<p><b>HELP</b></p>	<p>Refer to the Washington State Department of Labor &amp; Industries Website <a href="https://lni.wa.gov/claims/for-employers/injured-worker-what-you-need-to-know/#get-your-worker-medical-help">https://lni.wa.gov/claims/for-employers/injured-worker-what-you-need-to-know/#get-your-worker-medical-help</a></p> <p>Contact HR if you need any help or guidance. <a href="mailto:HR@WellHaven.com">HR@WellHaven.com</a></p>