

WORK INJURY PROCEDURE and DESIGNATED MEDICAL PROVIDERS

PROCEDURE:

1. Notify supervisor immediately.
2. **All injured employees report to Health Services (Student Center) for immediate medical attention.** If in doubt of the extent of the injury or for major injuries such as: Breathing problems, Loss of consciousness, Chemical exposure, Head/spinal injuries, Chest pain, Amputation or electrical/thermal burns **CALL 9-911.**
3. Transporting of an injured employee for medical care should be in a designated college emergency vehicle or an ambulance. The injured employee should be accompanied by an attendant and driver.
4. An employee shall obtain medical treatment and evaluation from the

NDSCS DESIGNATED MEDICAL PROVIDERS:

Dakota Clinic LTD
275 11th St S - Wahpeton 642-2000
Clinic Hours: 8AM - 7PM / Mon-Thurs
8AM – 5PM/ Fridays



MeritCare Clinic
332 2nd Ave N - Wahpeton 642-7000
Clinic Hours: 8 AM - 5 PM / Mon – Fri
9 AM - Noon/Saturdays

5. The workability/work injury report completed by the physician must be returned to NDSCS Health Services.
6. The employee must complete the Incident Report within 24 hours. The Worker=s Comp Claim form must be completed within 24 hours of the incident for all injuries requiring medical care at an off campus medical facility.
7. Employees seeking medical attention must use a Designated Provider listed above - unless they have requested an alternate provider in writing prior to their injury. Worker=s Comp will not cover medical expenses unless that treatment is given by our designated providers or a provider requested in writing prior to the injury.

*For after hour emergency medical needs, services are provided at: St. Francis Medical Center 643-3000
2400 St Francis Drive
Breckenridge MN