WORKERS’ COMPENSATION NOTICE

Employer: ________________________________________________________________

has complied with the provisions of the Workers’ Compensation Act (§34A-2-101, Utah Code Annotated), the
Utah Occupational Disease Act (§34A-3-101, Utah Code Annotated), and the rules of the Labor Commission by
insuring the liability to pay the compensation and other benefits provided by said Acts through:

Insurance Company: ____________________________________________________________

Policy Number: ________________________________________________________________

Address for the above insurance company: _____________________________________________________

Telephone number: ________________________________________________________________________

☐ Check here if the employer has been authorized by the Division of Industrial Accidents to self-insure and directly pay
workers’ compensation benefits.

WORKERS’ COMPENSATION

Workers’ Compensation is insurance which pays medical expenses and helps offset lost wages for employees with work-
related injuries or illnesses. If you have an on-the-job injury or occupational disease, it may pay for: hospital and medical bills,
time lost from work, permanent loss of body function, prosthetic devices, and burial and dependent benefits in case of death.

HOW TO REPORT AN ACCIDENT

1. Report the injury, no matter how slight, immediately to your supervisor. You may lose your rights if your injury is not
reported within 180 days of the injury or work-related illness.

2. Ask your employer where you should go for treatment. If your employer has a first-aid room or company designated
doctor, go there promptly for treatment. If not, go to a doctor of your choice.

3. Tell the doctor HOW, WHEN and WHERE the accident happened. The doctor will fill out a physician’s initial report
form. A copy of the report is given to you and copies of the report are sent to the insurance company and the Labor
Commission within seven (7) days of your doctor visit.

4. Your employer shall fill out the employer’s first report of injury form. A copy of this report is sent to the insurance
company within seven (7) days of the accident. The insurance company will report the injury to the Labor Commission.

HOW TO START COMPENSATION

1. Ask your employer which insurance company pays workers’ compensation benefits for the company.

2. Ask your employer to report the accident to the insurance company and give you the claim number.

3. Call the insurance company and ask them to start your workers’ compensation benefits. The insurance company
will require the employer’s report, the physician’s report, and may ask you to fill out a request for compensation.
Cooperate with the adjuster’s investigation of the injury.

4. Ask your doctor to send medical reports to the insurance company, including the work status statement.

REHABILITATION

If you cannot return to work, you may be eligible for a rehabilitation program. Contact the insurance company
listed above or the Utah State Office of Rehabilitation.

FRAUD STATEMENT: “Any person who knowingly presents false or fraudulent underwriting
information, files or causes to be filed a false or fraudulent claim for disability compensation or medical
benefits, or submits a false or fraudulent report or billing for health care fees or other professional services is
guilty of a crime and may be subject to fines and confinement in state prison.”

STATE OF UTAH - LABOR COMMISSION
160 EAST 300 SOUTH – 3rd FLOOR, PO BOX 146610
SALT LAKE CITY, UT 84114-6610
Phone: (801) 530-6800 • Toll Free: (800)530-5090 • Email: IACCD@utah.gov

If you want copy of an Employee’s Guide to Workers’ Compensation booklet or have questions, contact the
Labor Commission or go to the webpage at www.laborcommission.utah.gov.

Note: This notice must be posted and kept continuously in public and conspicuous places in the office, shop or
place of business of the employer as per §34A-2-204 and §34A-2-104.5, Utah Code Annotated.

Revised May 2017