

Quesnel School District No. 28

INCIDENT/INJURY REPORTING PROCEDURE

EMPLOYER GUIDELINES:

Upon receiving completed Form 6A "Worker's Report of Injury," the site manager must complete School District No. 28 – Employee Incident/Injury Report Form and fax or email these forms immediately to the Board Office at Fax: 250-992-0409 or Email: tracyruether@sd28.bc.ca to the attention of "Claims Coordinator."

WORKERS COMPENSATION ACT - DIVISION 10

Incidents that must be investigated

- 69** (1) An employer must conduct a preliminary investigation under section 72 respecting any accident or other incident that
- (a) is required to be reported by section 68,
 - (b) resulted in injury to a worker requiring medical treatment,
 - (c) did not involve injury to a worker, or involved only minor injury not requiring medical treatment, but had a potential for causing serious injury to a worker, (including violent incident) or
 - (d) was an incident required by regulation to be investigated.
- (2) Subsection (1) does not apply in the case of a vehicle accident occurring on a public street or highway.

For additional information please refer to Division 10 of the Workers Compensation Act.

