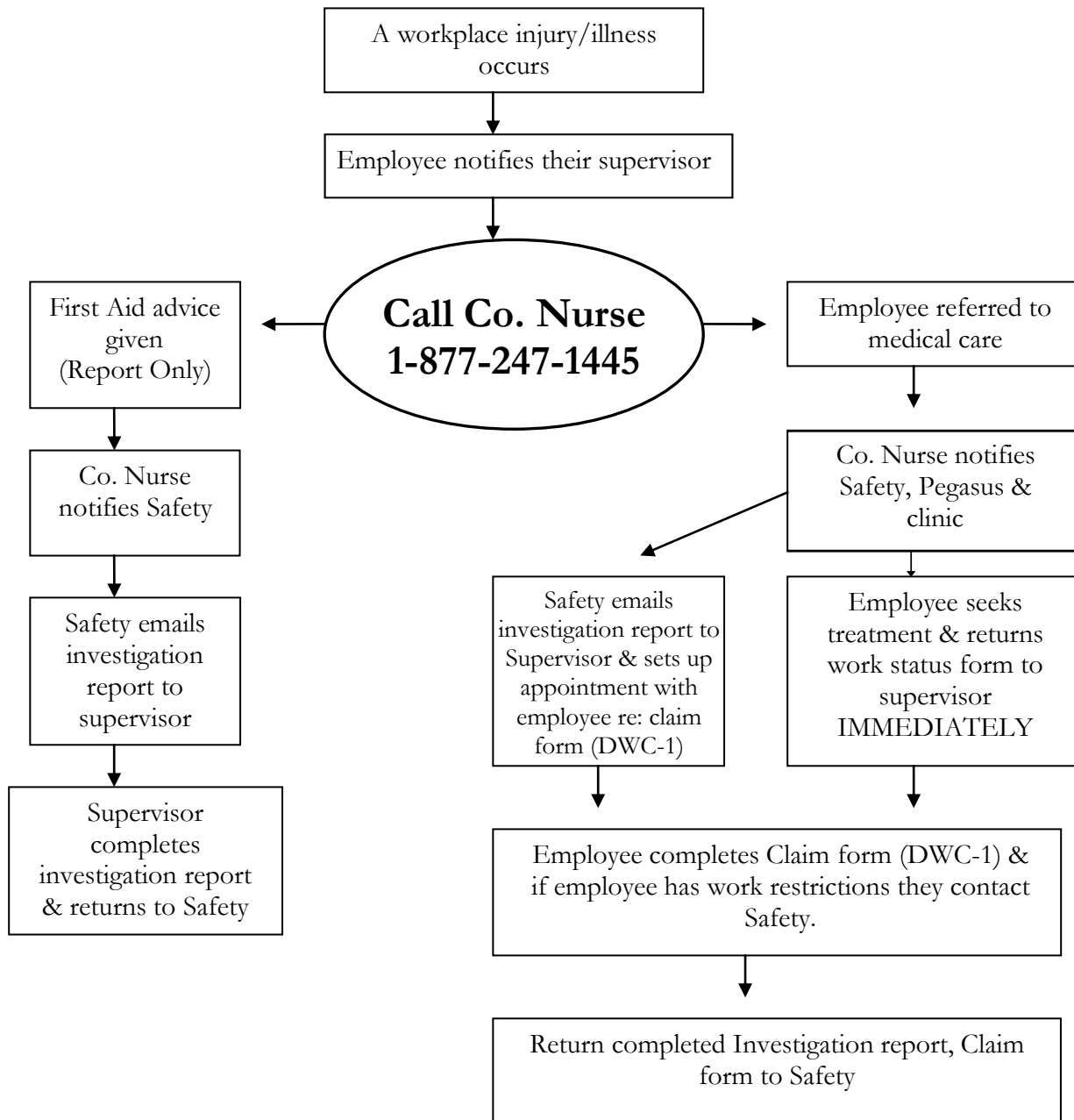


Employee Injury Reporting Process

Please contact Company Nurse within 24 hours of the incident



Please Note:

- In the event of an emergency please dial 9-1-1. Supervisor is to contact Company Nurse after ambulance has been contacted.
 - Company Nurse should be used for ALL employee injury reporting. If an employee has pre-designated, they need to let Company Nurse know upon initial call, then the employee must call Safety Services so we can verify we have the pre-designation on file. The injury information is then forwarded to Pegasus Risk Management electronically to set up a claim file so that benefits may be administered.
 - A confirmation number will be provided at the end of each call. Write it down so you can reference it if you need to call back for any reason so that your report can be accessed.
 - Company Nurse is NOT the claims administrator and is a separate and distinct company from Pegasus.
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