What to do if I am injured on-the-job?

Beaufort County Schools
321 Smaw Road; Washington NC
252.946.6593

Mark Doane, Superintendent

BCS - Every Student, Every Class, Every Day

1. Report it immediately to your direct supervisor.

2. See your Bookkeeper. They will complete the "Employee Report of Injury/Accident Investigation Report".

3. If medical attention is needed, do not seek treatment with your Primary Care Physician (see note below). Please seek treatment at Urgent Care Down East at 853 Washington Square Mall. If you are already an established patient, you can go to ECU Health-Chocowinity Family Care.
For a SERIOUS INJURY/ILLNESS, seek immediate treatment at ECU Health Emergency Dept. - Beaufort Hospital!

4. A Worker's Compensation claim will be filed by Kerry Holmes, Insurance Specialist/WCA and she will be in contact with you.

PLEASE NOTE: If you choose to be treated by any other medical facility and/or physician, you may not qualify for any workers' compensation insurance benefits and you may be responsible for all medical costs related to the incident. This is in accordance with North Carolina Workers' Compensation statute 97.25.