



IF YOU ARE INJURED

- Contact Your supervisor immediately
- Contact Risk Management
Amy Kessler - Administrator of Risk Mgmt - (405) 587-0833 or (405) 467-0397
OR
Cyndi Hays - Director of Risk Mgmt - (405) 587-0836 or (405) 517-8732
- Fill out the Injury & Illness Report on the OKCPS Website
Found under the "Risk Management" tab under Departments on the OKCPS website
Under "Services" go to Workers' Compensation to find report
- If you require medical treatment during normal business hours - contact Risk Management to send you to an approved medical facility. Do not go on your own to ER or medical treatment without approval because this will be unapproved medical treatment and not covered by the District.
- Post-accident drug screen is required for all OKCPS Employees who seek medical treatment
- After treatment follow up with Risk Management and your Manager/Administrator regarding your work status and condition and approval to return to work.
- IF YOUR INJURIES ARE SERIOUS OR LIFE THREATENING CALL 911 FOR TRANSPORT TO THE NEAREST APPROPRIATE MEDICAL FACILITY - BUT WILL STILL HAVE TO FOLLOW UP WITH WORKERS' COMPENSATION CLINIC THE SAME DAY OR NEXT MORNING BEFORE ABLE TO RETURN TO WORK.

Oklahoma City Public Schools

P.O. Box 36609, Oklahoma City, OK 73136

Phone: 405-587-0000 | web: www.okcps.org