

Currituck County Schools

Workers' Compensation Guidelines

NOTICE TO EMPLOYEES: In the event of a work-related accident or occupational disease you should do the following:

1. **NOTIFY YOUR SUPERVISOR IMMEDIATELY.** Every injured employee must notify his/her employer in writing, as soon thereafter as practicable, by completing the CCS Injury Report Form.
2. See the nurse or first responder at your work site to complete the injury report and/or witness statement.
3. Go to one of the medical providers below for medical assistance.

INJURIES COVERED: Employees are entitled to benefits if, while carrying out activities for the benefit of their employer: ① they suffer an injury by accident, ② suffer a “specific traumatic incident”, resulting in a hernia or back injury, or ③ an “occupational disease”. An “accident” is an interruption of the regular work routine and the introduction of unusual circumstances, such as a slip, trip, fall or other unusual activity, likely to result in unexpected consequences. All injuries must “arise out of and in the course and scope of” the covered employment to be compensated. It is the intent of Currituck County Schools to return an employee back to work, as soon as medically able.

IN ACCORDANCE WITH THE CURRITUCK COUNTY SCHOOLS, YOU MUST CHOOSE A MEDICAL PROVIDER FROM THE LIST BELOW:

PROVIDER	ADDRESS	TELEPHONE
Patient First	705 N. Battlefield Blvd Chesapeake, VA 23320	757.547.0688
Next Care	615 S. Hughes BLVD. Elizabeth City, NC	252.338.3111
Patient First	1239 Cedar Road Chesapeake, VA 23322	757.549.9935

If you should have any further questions concerning these guidelines, please contact Janell McCutcheon, Benefits Coordinator, Finance Office 232.2223 ext 1015.

****Please Contact Janell McCutcheon as soon as possible with report of injury****