

## I've just been seen at Occupational Health for an injury... What happens next?

1. **Contact your Supervisor**
  - a. Give him/her a copy of your "Work Status or Aftercare Instructions" doctor's note you received from the Clinic (this is required SAME DAY you visit the Clinic).
  - b. Go to all follow up appointments and make this contact with your supervisor after each appointment. *If you arrive more than 15 minutes later for your scheduled appointment, you may be rescheduled.*
2. **Returning to Work - Discuss with your Supervisor whether there is modified work you can do with your work restrictions.**
  - ✓ If modified duty work is available, return to work as soon as possible. For more guidance on what to do next, your manager can contact EHS: [workerscomp@ucr.edu](mailto:workerscomp@ucr.edu)
  - ✓ If modified duty work is not available, you and your manager should contact the EH&S Workers' Compensation Team immediately for help: [workerscomp@ucr.edu](mailto:workerscomp@ucr.edu)
  - ✓ If you have been taken off work temporarily, please call your HR representative so you can be placed on a medical leave of absence. You can also contact EHS: [workerscomp@ucr.edu](mailto:workerscomp@ucr.edu)
3. **Sedgwick handles all UCR Workers' Compensation claims.**
  - Sedgwick may contact you about your injury.
  - Return all phone calls or reply to all letters from Sedgwick as soon as possible.
4. **If therapy or tests (e.g. MRI, nerve studies) were ordered,**
  - They will contact you directly.
  - If you don't receive a call within 3 days, call the phone number on your order from OHF to schedule the appointment.
  - Schedule appointments outside of work hours or talk to your supervisor to coordinate your time away from work. You must use your available accruals balances per department and University policy for this time.
5. **If an ergonomic evaluation was ordered, you or your supervisor should contact:**  
[UCR HR - Contact clyde.blackwelder@ucr.edu](mailto:clyde.blackwelder@ucr.edu);  
[ergoevaluation@ucr.edu](mailto:ergoevaluation@ucr.edu); (951) 827-3010
6. **If you have have future medical appointments related to the claim:**  
While the cost of medical treatment related to a WC claim is funded by the UC, an Employee being off from work to attend that appointment is not. Employees can use their Sick, Vacation, or elect to go unpaid when attending these appointments.
7. **If you were given a prescription, you either can go to the Clinics Outpatient Pharmacy for initial fill or follow the clinic's instructions. You will also receive a Helios card to use for prescriptions related to your injury.**

### We are here to help! If you need assistance:

**UCR EH&S Workers' Compensation:** 951-827-4207

**SEDGWICK** – regarding your Workers' Compensation claim status: 951-275-5400