

How to: Report a Work Related Injury, Accident or Illness

1. All work related injuries, accidents, or illnesses must be reported to your Supervisor ***even if medical treatment is not desired or needed.***
2. Call 911 if an emergency.
3. Contact University Police at (814) 472-3360.
4. Seek medical care from a panel physician.
5. Prepare First Injury Report within 24 hours and fax to the University Police at (814) 472-3942 and to HR at (814) 472-3894.

For a copy of the First Injury Report, please visit:

<https://www.francis.edu/human-resources/>

Current Employees/Worker Compensation/Injury
Report Form

Worker Compensation Carrier:

SISCO, PO Box 42737, Baltimore, MD 21284

Phone: 1-888-377-7263 ext. 2803

Fax: 410-583-5455