

# **NOTICE**

## **WORKERS' COMPENSATION ACCIDENT REPORTING**

**You Have Workers' Compensation Insurance  
with  
THE HARTFORD**

**WHEN AN EMPLOYEE IS INJURED ON THE JOB, OR  
DOES NOT REPORT FOR WORK:**

1. Inquire as to cause of absence, if unknown.
2. If employee is injured on the job, or, if absence may be due to injury or illness related to employment:
  - A. Provide proper medical attention.
  - B. Complete the First Report of Alleged Occupational Injury or Illness form in duplicate at once. This form can be obtained from the following website:  
<http://www.wcc.ne.gov/publications/form1.pdf>.
  - C. Mail original immediately to:

Property and Casualty Insurance Company of Hartford  
4245 Meridian Parkway  
Aurora IL 60504

The insurer must file a report of accident or settlement, electronically, with the workers' compensation court:

- 1) ~~within 48 hours of a death or hospitalization of 5 or more employees in one accident; and~~
- 2) within 10 days of notice of all other injuries resulting in:
  - a) lost time;
  - b) job transfer or termination;
  - c) medical treatment;
  - d) loss of consciousness;
  - e) occupational disease; or
  - f) restriction in work or motion.