



UNIVERSITY OF  
OREGON

# Spring Facilities Liaison Meeting

Topic: Injury Reporting & Workers' Compensation

*Tim Joslin – Workers' Compensation Claims Manager*

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# ***INJURIES***



***Whether  
Great.....***



***Or  
small***

***REPORT THEM  
ALL !!!***

***ANY employee in ANY capacity, part/full-time,  
student employees, coaches, leadership.....***





# WHY REPORT AN INJURY?

- Identifies potential hazard(s) in the workplace
- Alerts UO to investigate & correct the issue, offer training, provide support, etc.
- Prevent future injuries
- Reporting within 24 hours is imperative! Employee can decide to file claim later
- Protects injured employee





# HOW TO REPORT AN INJURY

- Workplace Injury Report (via portal or pdf)  
[safety.uoregon.edu/injury-reporting](https://safety.uoregon.edu/injury-reporting)

\*\*\*OK to complete a partial Injury Report if employee is not available!

\*\*\*UO supports reporting! A strong culture of reporting incidents helps to support an effective safety culture and safety program!

\*\*\*And that benefits ALL of us!



## MEDICAL TRANSPORTATION OPTIONS

### REPORT ALL INJURIES

INJURY	Non-Emergency	Urgent First Aid	Emergency
YOUR RESPONSE	Self-Transport (walking or driving)	Call UOPD (541) 346-2919, press 0	Ambulance Call 911
MEDICAL CARE REQUIRED	Non-Emergency	On-Site First Aid (by UOPD or Mobile Health) or Doctor Visit	Immediate Life Threatening
EXAMPLES	Bumps, bruises, minor strain/sprain. Students can treat at University Health Center.	Laceration that may need stitches, sprains/strains, severe bruises, insect bites, rashes, etc.	Severe bleeding, difficulty breathing, chest pain, broken bones, head injuries, etc.
NOTES	UO employee assumes risks when transporting an injured employee in personal vehicle.	UOPD officers are First Aid Certified and can arrange for Mobile Health to treat injured employee on site.	Contact UOPD for additional support. (541) 346-2919, press 0

#### STEPS FOR ALL EMERGENCY LEVELS:

1. Care for injured employee - provide 1st aid or call for medical evaluation as shown above.
2. If 911 is called, also contact UOPD 541-346-2919 press 0 for additional support.
3. Fill out Workplace Injury Report and email/fax to contacts on form within 24 hours.
4. Workplace Injury Report form and Workers' Compensation information can be found at: [safety.uoregon.edu](http://safety.uoregon.edu)
5. For additional support, contact Safety & Risk Services: 541-346-3192 ALWAYS leave a message if no one answers.



# WHAT IS WORKERS' COMPENSATION?

- Oregon employers must carry insurance for on-the-job injuries
- UO's Workers' Compensation (WC) Insurer is the State Accident Insurance Fund (SAIF)
- If employee intends to, or receives medical treatment for an on-job injury, employee *may* file a WC claim
- Medical expenses and lost wages may be paid with a compensable claim
- WC has no "pain and suffering" compensation
- "No fault" insurance designed to make you whole again





# HOW TO FILE A WC CLAIM

- Employee completes 801 form **within 24 hours of medical treatment**
- Employee's 'written' signature on 801 form is preferred by medical providers for release of medical records
- Employee includes copy of paperwork from doctor visit when sending completed 801 form



# WHAT DOES SAIF DO?

- UO provides injury/claim information to SAIF
- SAIF obtains medical records on regular basis from doctor(s) treating on-job injury
- SAIF may review claim information with on-site legal and/or medical staff
- SAIF determines if claim is compensable (accept or deny) within 60 days





# RESOURCES & CONCLUSION

- **We all play a role in preventing injuries!!!**
- Access website: [safety.uoregon.edu/injury-reporting](https://safety.uoregon.edu/injury-reporting)

Website: 801 + PDF WIR

Request training from Risk & Insurance

Portal link

*OR Ombudsperson – back of 801*

*SAIF Worker Guide*

