

## Nature of Injury

## First Aid *Non-recordable*

## Medical Treatment *Recordable*

### Cuts, Lacerations, Punctures, Abrasions, and Splinters

- Bandaging
- Steri-strips/Butterfly bandages
- Application of ointments
- Non-prescription meds at non-prescription strength
- Removal of foreign bodies from wound by tweezers, cotton swabs or other simple techniques
- Removal of foreign bodies in the eye, not embedded, by irrigation, cotton swabs or other simple techniques
- Removal of bandages by soaking
- Drilling a finger or toenail to relieve pressure or draining fluids from blisters
- Finger guards

- Sutures (stitches)
- Surgical Glue
- Prescription meds on any visit
- Prescription antiseptic or a non-prescription antiseptic at prescription strength
- Removal of foreign bodies requiring skilled services due to depth of embedment, size or shape of object(s), or location of wound
- Cutting away dead skin (surgical debridement)

### Fractures

- X-ray taken as a precaution is negative for fracture

- X-ray results positive
- Application of a cast or other professional means of immobilizing injured part

### Strains, Sprains, and Dislocations

- Elastic (Ace) bandage on a strain
- Hot or cold compresses
- Massage

- Application of a cast or other professional means of immobilizing injured part
- Splint with rigid stays
- Diathermy and whirlpool treatments ordered by a physician or employer
- Physical therapy
- Chiropractic manipulation

### Thermal or Chemical Burns

- Treatment for first, second and third degree burns that require "first aid" only.

- All first, second and third degree burns that require "medical treatment"

### Bruises and Contusions

- Soaking therapy or application of hot or cold compresses on any visit

- Treatment of a bruise by draining collected blood

### Medications

- Recommendation or use of non-prescription medicines in non-prescription strength
- Tetanus shots, either initial shots or boosters

- Recommendation or use of prescription medications (including professional samples). Administration of a single dose of prescription medication on a visit for minor injury or discomfort.
- Use of a non-prescription medication in a prescription dose/strength

## Miscellaneous Guidelines

- Any injury which involves loss of consciousness or transfer to another job is recordable.
- Restricted work occurs when, as the result of a work-related injury or illness:
  1. Physician or other licensed health care professional recommends that the employee not perform one or more of the routine functions of his or her job
  2. Physician or other licensed health care professional recommends that the employee not work the full workday that he or she would otherwise have been scheduled to work.
- For recordkeeping purposes, an employee's routine functions are those work activities the employee regularly performs at least once per week.*
- All occupational fatalities are recordable