



Protecting Employers' most valuable asset: **Employees**

First Aid Reference

Reporting Requirements

All policyholders are required to report every occupational injury or illness that results in lost time or requires medical treatment beyond first aid (as defined).

What claims are reported to the WCIRB?

All claims reported to your carrier are reported to the Workers' Compensation Insurance Rating Bureau.

What claims are CAL/OSHA recordable?

The insured is required to record all occupational injuries or illnesses, other than first aid, on the CAL/OSHA #200 log. See attached sheet for definitions of recordable injuries.

When do you report recordable injuries?

The employer should report recordable injuries to the carrier within 5 days, or as soon as "known". *Serious injuries are to be reported within 8 hours directly to CAL/OSHA.

What is first aid?

First aid is any one-time treatment (even if provided by a physician or health care professional) of minor scratches, cuts, burns, splinters, or other minor industrial injury.

Who makes the determination of first aid?

Only the examining physician or other health care professional can make the determination that the injury or illness requires medical treatment beyond first aid.

What first aid does not include.

Pesticide poisoning: any one time treatment administered for pesticide poisoning or suspected pesticide poisoning is not included in the definition of first aid. Therefore, all pesticide poisoning claims must be reported irrespective of the level or number of treatments.

Hazardous Substances: first aid does not include any one time treatment by a physician for any serious exposure to a hazardous substance as a result of a specific incident or over time, in a degree or amount sufficient to create a substantial probability that death or serious physical harm in the future could result from the exposure.

Loss of Consciousness, Restriction from Work or Motion, or Transfer to another Job: first aid does not include any injuries resulting from loss of consciousness, restriction from work or motion, or transfer to another job.

First aid claims do not have a minimum or maximum dollar amount threshold.

* Serious injuries are defined as any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for a period in excess of 24 hours for other than medical observation or in which an employee suffers a loss of any member of the body or suffers any serious degree of permanent disfigurement, but does not include any injury or death caused by the commission of a Penal Code violation or an accident on a public street or highway

NATURE OF INJURY	MEDICAL TREATMENT (Recordable)	FIRST AID (Non-recordable)
CUTS	Sutures (Stitches) Butterfly Sutures	Bandaging on any visit to medical personnel.
LACERATIONS	Treatment of Injection Application of antiseptic	Application of antiseptic on first visit to medical personnel.
PUNCTURES	on second or subsequent visit to medical personnel.	Application of ointments on first or subsequent visits to prevent drying or cracking of skin.
ABRASIONS	Removal of foreign bodies requiring skilled services due to depth of embedment, size or shape of object(s), or location of wound.	Removal of foreign bodies from wound by tweezers or other simple techniques.
SPLINTERS	Cutting away dead skin (surgical debridement)	Removal of foreign bodies in the eye, not embedded by irrigation.
		Removal of bandages by soaking.
FRACTURES	Where x-ray results are positive Application of a cast or other professional means of immobilizing the injured part.	Where x-ray taken as a precaution is negative for fracture.
STRAINS	Application of a cast or other professional means of immobilizing the injured part.	Use of an elastic (Ace) bandage on a strain that is not otherwise recordable on first visit to medical personnel.
SPRAINS	Use of hot or cold compresses for treatment of strain, sprains and dislocations on second or subsequent visits to medical personnel.	Use of hot or cold compresses for treatment of a strain on first visit to medical personnel.
DISLOCATIONS	Use of diathermy and whirlpool treatments during second or subsequent visits to medical personnel.	Application of heat therapy during first visit to medical personnel.
	Application of heat therapy during second or subsequent visits to medical personnel.	Use of diathermy and whirlpool bath during first visit to medical personnel.
	Chiropractic manipulation	
THERMAL OR	Treatment of all second and third degree burns	Treatment by medical personnel for a first-degree burn.
CHEMICAL BURNS		
BRUISES	Treatment of a bruise by draining collected blood	Soaking therapy or application of hot or cold compresses on first visit to medical personnel.
CONTUSIONS	Application of hot or cold compresses to a bruise on second or subsequent visits to medical personnel.	
	Use of hot or cold soaking therapy during second or subsequent visit to medical personnel.	

MISCELLANEOUS PROCEDURES

Medical treatment is only one criterion for determining recordability. Any injury that may have required only first aid treatment but involved loss of consciousness, restriction of work or motion, or transfer to another job is recordable.

Tetanus shots, either initial shots or boosters are considered preventive in nature and are not considered medical treatment. An x-ray, which is negative for fracture, is not considered medical treatment.

Hospitalization for observation where no treatment is rendered other than first aid is not considered medical treatment. Note: Most injuries requiring hospitalization will result in lost workdays and will be recordable for that reason.

Use of prescription medicines constitutes medical treatment. However, administration of a single dose of prescription medication on first visit for minor injury or discomfort is considered first aid and is not recordable. Recommending or use of nonprescription medicines are considered first aid.

All diagnosed occupational illnesses are recordable.

All occupational fatalities are recordable.

A heart attack, if allowed as an industrial claim is recorded as an illness.

Replacement of broken eyeglasses in itself is not a recordable case.