

## **Injured Employee Return to Work Resources**

### **Injured Employee Checklist**

The following information may help you recover from your injury and resume your normal activities, including going back to work as soon as possible.

#### **Give the all of the following information to your doctor:**

- ✓ Insurance claim number
- ✓ DWC claim number
- ✓ Insurance adjuster's name and telephone number
- ✓ Information about your regular job or other work opportunities
- ✓ Your employer's name and telephone number

#### **Talk with your doctor:**

- ✓ Go to all your medical appointments.
- ✓ Follow your doctor's directions carefully.
- ✓ Talk to your doctor to see if you can continue to work, even if you have some restrictions.
- ✓ Tell your doctor about your job and, if possible, provide a job description to help your doctor understand your work.
- ✓ Talk to your doctor to make sure you completely understand what you can and cannot do while you are recovering.
- ✓ Comply with the medical restrictions set by your doctor, at home and at work.

#### **The benefits of going back to work:**

- ✓ By continuing to work during your recovery, you will heal better and faster than if you remain off work for a long period of time.
- ✓ By continuing to work within your medical restrictions, you are helping yourself recover. Appropriate work can be part of your medical treatment.

#### **Stay in touch with your employer:**

- ✓ Keep your employer informed and up to date on your recovery and current abilities.
- ✓ Work with your employer so that you can return to productive work as soon as medically possible. Follow all company policies and requirements about workers' compensation injuries.
- ✓ Talk to your employer about work you could continue to do throughout your recovery.
- ✓ Help your employer determine what work you can do while you are getting better.
- ✓ Keep checking with your employer if work within your restrictions is not immediately available. As you recover, the situation may change.
- ✓ Notify your employer immediately if your work status changes.
- ✓ Be sure to let your employer know about any concerns or problems you have that are related to your health and job assignments.