

NAU Mountain Campus Employee Occupational Exposure Procedure

Initial Response	<ol style="list-style-type: none">1. If the exposure threatens life or limb, call 9112. Remove soiled clothing and wash exposed area with soap and water, if appropriate.3. Administer first aid as appropriate to the exposure.
Immediate Reporting & Medical Evaluation	<ol style="list-style-type: none">1. Immediately notify attending supervisor.2. Employee must call 800-685-2877 to speak with a Registered Nurse at the AZ Workers' Compensation Employee Injury Call Center, available 24/7.3. If recommended by the Registered Nurse, go to NAU Health Center, FMC ER, or Urgent Care for assessment and initial prophylactic treatment. If employee goes to a private physician, download the Workers Compensation Physician Information Sheet (info on back).4. Present this card to treating health care provider.
Documentation & Follow-Up	<ol style="list-style-type: none">1. Following the incident, the supervisor must report all employee-related injuries by filling out the Significant Exposure Packet and the online Report of Injury (ROI) form through LOUIE Department Self Service. If employee is admitted to hospital, notify NAU HR.2. For Blood/Body Fluid Exposures: Health care provider shall immediately make available to the affected employee a copy of all records relating the treatment, follow up, and, if/when available, results regarding the HIV, HBV, and HCV status of the source, to the extent permitted by the law.

NAU Human Resources
P.O. Box 4113
Flagstaff, AZ 86011
928-523-2223
hr.workerscomp@nau.edu

Workers Comp Physician Info Sheet:
http://hr.nau.edu/sites/default/files/files/workers_comp_info_sheet.doc

For more details about employee-related injury:
<http://nau.edu/Human-Resources/Management-Resources/Work-Related-Injuries/>

Significant Exposure Reporting Packet:
<http://nau.edu.louie>

Employee Name: _____

Supervisor: _____

Emergency Contact: _____

NAU Campus Health Center: 824 S. San Francisco St. (928) 523-2131
Flagstaff AZ 86011

After-Hours Care:

Concentra Urgent Care 1110 E. Route 66 Suite 100 Flagstaff, AZ 86001 (928) 773-9695	Flagstaff Medical Center 1200 N. Beaver St. Flagstaff, AZ 86001 (928) 779-3366
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