

Injury or Incident Flow Chart

Employee Duties

Seek first aid or medical treatment, if necessary.
If seeking medical treatment, have your medical practitioner complete the CLS Medical and Return to Work form.
Send in completed form to Employee Services.

If able, report to Coordinator and/or Assistant Coordinator.

If Coordinator or Assistant Coordinator unavailable report verbally to Employee Services.

Fill out the CLS Health and Safety Employee Incident Report and submit it to Employee Services.

Report to WorkSafeBC teleclaim at
1.888.967.5377 or #5377
by cellular for Telus, Rogers or Bell customers
**only if you have sought or will be seeking medical attention
and/or if work is missed beyond the day of injury.**