

NOTICE

When an injury occurs at work...

1. The employee shall inform a supervisor of the injury immediately.

In the event of a medical emergency **call 911 or University Police Department at Ext. 2911**. Make sure the injured employee seeks or obtains medical help as needed. This is the first priority.

2. The employee shall submit an **incident report via the E-Form Process**

[Employee Injury and Illness Report Link](#)



For additional questions, please contact
Human Resources:

(262) 595-2204
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