

Every work injury to an employee causing absence for one day or more or which requires medical services other than first aid treatment must be reported within 7 working days after the injury. Failure to report promptly is a misdemeanor punishable by not more than a \$5,000 fine. (Sec. 386-95, H.R.S. NOTIFY THE DIVISION IMMEDIATELY IF INJURY RESULTS IN DEATH.) EVERY QUESTION MUST BE ANSWERED FULLY TO AVOID FURTHER CORRESPONDENCE.

The law requires the employer to furnish the injured employee a copy of this report.

### WC-1 EMPLOYER'S REPORT OF INDUSTRIAL INJURY

CASE NUMBER

#### IDENTIFICATION SECTION

NOTE: DO NOT WRITE IN SHADED BLOCKS

EMPLOYEE NAME - LAST		FIRST	M.I.	SOC SEC NO	DATE OF BIRTH	SEX MALE FEMALE	MARITAL STATUS MARRIED SINGLE	DATE RECEIVED MM / DD / YY
ADDRESS			ADDITIONAL ADDRESS INFORMATION (C/O)		CITY	STATE	ZIP CODE	
PHONE	OCCUPATION	DATE HIRED	YRS EMP'D CODE	DEPARTMENT	PAYROLL COMP CLASS CODE	OCC. CODE		
REGISTERED EMPLOYER				DBA				
ADDRESS					CITY	STATE	ZIP CODE	
PHONE	NATURE OF BUSINESS	DATE INJURY/ILLNESS REPORTED	DATE OF INJURY/ILLNESS	PREFAB <input type="checkbox"/> WC-2 <input type="checkbox"/> WC-5	DOL NUMBER	DBA		

#### DETAIL OF INJURY / ILLNESS

TIME OF INJURY/ILLNESS	TIME OF I/I CODE	PLACE OF I/I IF DIFFERENT FROM EMPLOYER'S MAILING ADDRESS	CITY	STATE	ON EMPLOYER'S PREMISES YES NO	INDUSTRIAL CODE
HOW DID THIS ACCIDENT OCCUR? (Please describe fully the events that resulted in injury or occupational disease. Tell what happened. Please use separate sheet if necessary)				TIME WORKSHIFT BEGAN	SOURCE OF INJURY	EVENT
WHAT WAS EMPLOYEE DOING WHEN INJURED? (Please be specific. Identify tools, equipment or material the employee was using)				TASK	ACTIVITY	ACCIDENT FACTOR
				AOS		
OBJECT OR SUBSTANCE THAT DIRECTLY INJURED EMPLOYEE (e.g. the machine employee struck against or struck him; the vapor or poison inhaled or swallowed; the chemical that irritated his skin. In cases of strains, the thing he was lifting, pulling, etc.)						
DESCRIBE IN DETAIL THE NATURE OF THE INJURY, ILLNESS AND PART OF THE BODY AFFECTED				DISFIGUREMENT YES NO	BURNS YES NO	NATURE OF INJURY PART OF BODY

#### TIME LOST INFORMATION

DATE DISABILITY BEGAN	WAS EMPLOYEE FURNISHED MEALS OR LODGING YES NO	AVG WKLY WAGE	IF EMPLOYEE IS BACK TO WORK GIVE DATE	WAS EMPLOYEE PAID IN FULL FOR DAY OF INJURY/ILLNESS YES NO	IF EMPLOYEE DIED GIVE DATE	HOURLY WAGE	MONTHLY SALARY	HRS WKED / WK	WEIGHING FACTOR
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GIVE NAME AND ADDRESS OF SURVIVORS ON BACK

#### TREATMENT

OBTAIN NAME OF TREATING PHYSICIAN FROM EMPLOYEE

NAME OF PHYSICIAN	ADDRESS	PHYSICIANS I.D. CODE
NAME OF MEDICAL FACILITY	ADDRESS	INPATIENT OVERNIGHT? YES NO EMERGENCY ROOM ONLY?

CARRIER I.D.

#### INSURANCE

NAME OF WC INSURANCE CARRIER	NAME OF ADJUSTING COMPANY	IF LIABILITY DENIED - WHY?	IS LIABILITY DENIED? YES NO
POLICY NO.	POLICY PERIOD	ADJUSTER NAME	CARRIER CASE NO.

#### SIGNATURE

SIGNATURE		ADJUSTER I.D.	MEDICAL DEDUCTIBLE
TITLE		DATE	