

Rules and Regulations, SOP 125

FIREFIGHTER INJURY/ACCIDENT ON DUTY

1. It shall be the responsibility of each member of the fire department to immediately report to his/her supervisor any accident, injury or illness that occurs while on duty. The appropriate report shall be filed in writing immediately following the event with the original report being provided to the Village Clerk to forward to the insurance carrier for worker's compensation and/or property damage.
 - A. If a member of the fire department is injured while on duty, the fire chief shall be notified immediately.
 - B. If a member of the fire department is injured while on duty, the officer in charge shall complete the appropriate reports:
 - (1) complete narrative; and
 - (2) worker's compensation report of injury.
 - C. If a member was exposed to a hazardous material or contagious disease, he shall file a hazardous material or significant exposure form as required by the LSFDF Hazardous Materials Exposure form. (See Attachment 4.)
 - D. If the member is treated by a physician, a copy of the ER report, discharge information and permission to return to duty report shall be on file with the fire department before returning to duty.
2. The fire department's safety officer shall review all accident/injury reports and shall ensure that the event is reviewed by the safety committee for its recommendation.
3. All reports shall be complete, accurate, and filed within two weeks after the accident/injury.