Workers’ Compensation Brochure

All injuries must be reported to the Benefits and Risk Management Office within 24 hours of the injury. Each day of delayed reporting beyond that time frame could result in a penalty of one day of compensation as determined by the Colorado Workers’ Compensation Act.

Reporting Process:

1. Injured employee (claimant) reports the injury to his/her immediate supervisor;
2. Claimant completes the most current Employee’s First Report of Injury form;
3. Email to Denise Absalom or Fax completed Employee’s First Report of Injury form immediately to the Benefits and Risk Management Office at 613.6169 (with or without both signatures);
4. Send the completed and signed original Employee’s First Report of Injury form to the Benefits and Risk Management Office in Human Resources.

The most current Employee’s First Report of Injury form is available on the district website, from your supervisor or from the Benefits and Risk Management Office at 613.5003.

DESIGNATED PHYSICIANS

As of November 2020, the district has designed the medical clinics below to treat workers compensation injuries. If an employee is injured on the job, he/she must be treated at either Banner Occupational Health, Concentra Occupational Health or WorkWell in order for the medical expenses to be considered eligible and, ultimately, payable by the worker’s compensation carrier. Treatment by any other medical provider will not be considered authorized and the injured employee will be responsible to pay for the cost of medical treatment.

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<td>1703 E. 18th St, Suite 4, Loveland, CO 80538 970.820.4580</td>
<td>620 S Lemay Ave, Fort Collins, CO 80524 Phone: 970.221.5811</td>
<td>1860 Industrial Cir Suite D, Longmont, CO 80501 Phone: 303.682.2473</td>
<td>1608 Topaz Drive Loveland, CO 80537 970.593.0125</td>
<td>1600 Specht. Pt. Rd., Suite 115 Ft. Collins, CO 80525 970.672.5100</td>
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If the injury is life or limb threatening, emergency care can be provided by:
McKee Medical Center
2000 Boise Avenue
Loveland, CO 80538

or at the nearest emergency medical care facility.

Make appointment with Banner, Concentra or WorkWell within 24 hrs. of an E.R. visit.

Referrals are at the discretion and expert medical opinion of the designated physician.

Report absences through Absence Management, TC Plus or your department’s absence reporting method to ensure accurate payment of wages and determination of future benefits for loss time under workers’ compensation statute.