



WORKERS COMPENSATION RESOURCE PAGE

HIRING:

It is CRITICAL for you and your team to hire only the best people and to invest the proper time upfront in screening applicants. Consider having employees review and sign the following forms:

- ◆ **Post-Hire Accommodation form** helps ensure employees are placed in a safe job for them.
<http://www.ProfitngFromSafety.com/downloads/AccommodationFormSample.doc>
- ◆ **Employee Agreement** ensures employees agree to work safely.
<http://www.ProfitngFromSafety.com/downloads/EmployeeSafeWorkAgreement.doc>
- ◆ **Safe Driving Acknowledgement** ensures employees agree to drive safely if they have to drive for your business.
<http://www.ProfitngFromSafety.com/safe-driving-policy/>
- ◆ **Robbery Training Acknowledgement** ensures employees agree to ensure the highest level of safety if a robbery occurs.
<http://www.ProfitngFromSafety.com/robbery-policy/>

NEED HELP?

Email us at: Support@msusafetytraining.com



TRAINING:

Safe practices should be taught and enforced starting with their first shift. The Safety Checklist found below is a great tool to help ensure training is performed consistently.

<http://www.ProfitngFromSafety.com/downloads/OrientationChecklist.doc>

SAFETY AWARENESS & MEETINGS:

Promoting safety awareness among all workers is critical in establishing and maintaining a safe work environment. Posting safety bulletins on relevant safety issues is a good way to promote safety awareness.

Safety bulletins, short training videos, and other training materials may be accessed, free of charge, from www.profitngfromsafety.com.

- ◆ **Free safety posters** can be downloaded here:

<http://www.ProfitngFromSafety.com/posters/>

- ◆ **Safety Meetings** is another way to maintain high safety awareness. Schedule safety discussions as part of each management and crew meeting. Below is a link to learn more about holding effective safety meetings.

<https://www.profitngfromsafety.com/making-safety-meetings-work/>

<http://www.ProfitngFromSafety.com/downloads/SafetyTeamMinutes.doc>

- ◆ **Restaurant Safety Review**- Visually inspect your restaurant during your pre-shift preparation. Each travel path should be inspected. When necessary, take immediate steps to fix problems and prevent accidents and injuries. Below is a sample inspection form.

<http://www.profitngfromsafety.com/downloads/SelfSafetyReview.pdf>

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CLAIMS MANAGEMENT:

Properly managing your claims can improve your claims outcome and save you money.

- ◆ Utilize the **claim management check-list** to ensure everything is completed for all claims.

http://www.besnardininsurance.com/resources/MCD/MCD_WC_ClaimsChecklist.pdf

- ◆ If a worker has an incident and refuses medical treatment have them complete the form below.

http://www.ProfitFromSafety.com/downloads/MCD_EMPLOYEE_WAIVER.pdf

- ◆ Make sure you gather all the information needed when a worker is injured. Using the link below, download a template to ensure you record the proper information.

http://www.ProfitFromSafety.com/downloads/MCD_InjuryNotice_Sample.pdf

- ◆ Please use the form below to gather additional written statements about the accident from the claimant and any additional witnesses.

http://www.ProfitFromSafety.com/downloads/MCD_ADDITIONAL_STATEMENTS.doc

- ◆ Managers should perform **accident investigations** to determine the cause of all injuries. Below is a template to assist them with their investigations.

<http://www.ProfitFromSafety.com/form-accident-investigation/>

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RETURN-TO-WORK POLICY:

Having a written return to work policy will ensure all employees understand what to expect if they are injured on the job. Below is a sample policy.

<http://www.ProfitngFromSafety.com/rtw-a-win-for-all/>

- ◆ If an injured worker seeks medical treatment from a doctor, they should request a work status letter from the provider so you understand if they have any limitations following an injury. Below is a sample **return to work letter** you can use when offering transitional duty work.

<http://www.ProfitngFromSafety.com/downloads/ReturntoWorkLetter.doc>

- ◆ Transitional duty work will get employees back to work faster.

<http://www.profitngfromsafety.com/wp-content/uploads/2015/07/Return-To-Work.pdf>

ADDITIONAL RESOURCES

ONLINE SAFETY UNIVERSITY: www.ManagerSafetyU.com

SAFETY RESOURCES (AND NEWSLETTER): www.ProfitngFromSafety.com

OTHER HELPFUL SITES:

Workers Compensation 101 – Learn the Basics

<http://www.besnardininsurance.com/workers-compensation-2/faqs/>

Hiring Support

<http://www.ProfitngFromSafety.com/category/hiring/>

<https://www.profitngfromsafety.com/profit-sheet-hiring/>

Automobile Safety

<http://www.ProfitngFromSafety.com/category/automobile/>

<https://www.travelers.com/resources/driver-fleet-safety/safe-drivers-for-your-business>

https://www.osha.gov/Publications/motor_vehicle_guide.html

Property and General Liability

<http://www.ProfitngFromSafety.com/category/propertyliab/>

Employment Practices Liability

<http://www.ProfitngFromSafety.com/category/employment-practices/>

Credit Card Liability

<http://www.ProfitngFromSafety.com/category/credit-card/>

Safety Products

<http://www.ProfitngFromSafety.com/category/safety-products/>

Disclaimer

This information is offered as an informational resource to Owner/Operators (O/O). O/Os are exclusively responsible for complying with all statutes, laws, and regulations applicable to their restaurant(s). For any legal issues affecting their business, O/Os should consult their own legal counsel. This communication is informational only and should not be construed as legal advice or as establishing requirements applicable to any O/O. O/Os are independent employers and make their own policies regarding employment-related matters, including policies and practices relating to providing orientation to their employees. O/Os may choose to use these materials to the extent that they will be helpful to them in operating their own restaurant(s). If you work for an O/O, please check with your O/Os, or the person designated by your O/O, to determine whether these materials apply to your restaurant.

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