

## DEPARTMENT OF WORKFORCE DEVELOPMENT RULES FOR REPORTING WORK RELATED INJURIES

- An employer is required to keep a record of all accidents causing disability or death; failure to do so will result in a fine not to exceed \$100 per occurrence
- An employer must notify its insurance carrier of any death due to accident or industrial disease within one day of the occurrence. Failure to do so will result in a fine not to exceed \$100 per occurrence.
- An employer must file a WKC-12 first report of injury form with its insurance carrier on or before the 7<sup>th</sup> day after the accident occurred. Failure to do so will result in a fine of not more than \$100.
- The insurance carrier is required to send the WKC-12 first report of injury form to the state within 14 days from the date of the injury or within 7 days from the receipt of the WKC-12 from the employer if the report is received after 14 days.
- An employer who unreasonably fails to report an alleged work injury is deemed to have acted in bad faith and subject to a penalty of 200% of the compensation not to exceed \$18,000.