

# COUNTY OF CUMBERLAND, NEW JERSEY

## NOTICE TO DEPARTMENT DIRECTORS

### PROCEDURE FOR WORK-RELATED INJURY OR ILLNESS

In case of work related injuries or illnesses, employees must immediately report it to his/her supervisor. When medical care is required: **the appointment shall be made by a supervisor only.** The initial medical appointment shall be made with one of the following authorized **County of Cumberland panel of physicians**. Please give the employee the request for treatment form (attached).

Inspira Occupational Health Vineland  
1297 W. Landis Avenue  
Vineland, NJ 08360  
(telephone) 1-856-507-8548

or for emergency care: Riverside  
3403 So. Delsea Drive  
Vineland, NJ 08360  
1-856-293-6974

Hours 8 am to 8 pm  
7 days a week

Hours 8 am to 8 pm  
7 days a week

Please call Qual-Lynx to report the injury at 1-877-822-9368 (24 hrs. direct reporting service)

Enter Reference Number \_\_\_\_\_

*If you are faced with a medical emergency (severe injury, sutures necessary, loss of life or limb, head injury, etc.) you will be taken to the nearest hospital emergency room. For other injuries, your initial medical treatment will be at a non-emergency facility at the earliest convenience.*

All required worker's compensation reports must be sent to the Personnel office within 4-business days of the injury/illness. Please refer to County Policy #4.18 Worker's Compensation.



★ Important Reminder Regarding Safety and Policy: The Occupational Health Office is a provider of employment and job related services. Children are NOT allowed in exam rooms and CANNOT be left in our reception area unattended. Company contacts will be notified if necessary and please know that employees will not be seen if this policy is not followed.

"PROUDLY PROVIDING URGENT CARE AND OCCUPATIONAL HEALTH SERVICES."

## Authorization for Treatment

THIS FORM SERVES AS AN AUTHORIZATION TO PROVIDE TREATMENT AND/OR TESTING FOR THE FOLLOWING:

Date: \_\_\_/\_\_\_/\_\_\_ Employee: \_\_\_\_\_

Employer: County of Cumberland, Board of County Commissioners (Department of \_\_\_\_\_)

Authorized By: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

TYPE OF SERVICES TO BE PROVIDED: (CHECK ✓ REQUESTS)

Injury or Illness Care > Include Post Accident :  Drug Screen  Breath Alcohol Test

Physical Exam

Pre-Employment/Post Offer

**\*\*\*\* NOTE TO EMPLOYEE: PICTURE ID IS REQUIRED FOR ALL SERVICES\*\*\*\***

Return to Work

Annual

Haz-Mat

DOT Medical Clearance

Other: \_\_\_\_\_

Drug and/or Alcohol Screen Please Specify Type Below

DOT Drug Test

Pre-Employment

Random

Non-DOT Drug Test

Post Accident

Reasonable Suspicion

DOT Breath Alcohol Test

Return to Duty

Follow Up

Non-DOT Breath Alcohol Test

Other Service(s): \_\_\_\_\_

### Inspira Urgent Care Vineland

1297 West Landis Avenue  
Vineland, NJ 08360  
(856) 507-8548 (f) (856) 507-2720