

# Mesa Community College

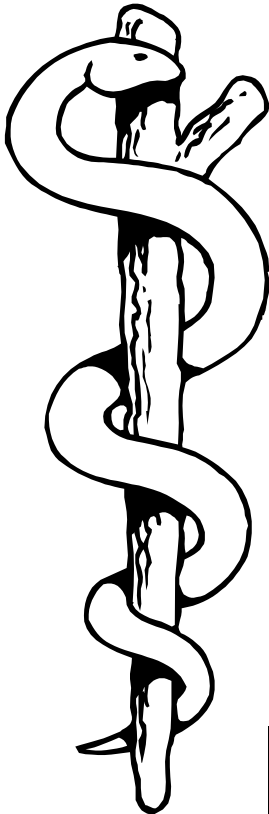
## Medical Emergency & Work Related Injury Procedure for *All* MCC Employees

(includes full-time faculty & staff, adjunct faculty, and temporary and student employees)

### For Critical Injuries or Emergencies:

1) *First*, call 9-1-1

2) Then, call the College Safety Office: MCC @ Southern & Dobson: (46)1-7777  
MCC Red Mountain Campus: (65)4-7444



A "Supervisor's Report of Industrial Injury" form must be filled out for all work related injuries, whether the injury is life threatening or not, and whether or not the employee chooses to seek medical attention. Both the supervisor and employee should sign the form if possible. The completed form must be turned in promptly at the MCC Human Resources Department. If there is a delay in obtaining either the employee or the supervisor signature, the form should be turned in without the signature. Blank forms are available at the MCC Human Resources Dept. and the MCC College Safety Office.

If the employee chooses to seek medical attention for a non critical or non life threatening injury, the employee should take a copy of the "Supervisor's Report of Industrial Injury" form to the nearest or most convenient Concentra Medical Center. The employee will receive medical attention at the Concentra Medical Center with or without the form, but should take a copy of the form if possible.

If the employee chooses not to seek immediate medical attention for a minor injury, the employee may go to a Concentra Medical Center at a later date if he or she decides that medical attention is needed.

An employee who chooses to seek medical attention for a non critical work-related injury *must* go to a Concentra Medical Center for initial medical attention.

A complete listing of the Concentra Medical Centers is available at the MCC Human Resources Department.

The center nearest to Mesa Community College is located at:

1710 W. Southern Avenue, Mesa, Arizona. Phone: (480) 644-7900.

Hours: Monday-Friday, 7:00am to 7:00pm; Saturday 8:00am - 4:00pm

(located on north side of Southern, between Dobson & Longmore.)

There is also a 24-hour, 7 days a week location located at:

2502 E. Washington, Phoenix, Arizona. Phone: (602) 244-9500.