

STS/ISS EMPLOYEES

Medical Treatment Required

- Report accident to immediate supervisor
- If not an emergency, employee completes the STS Guest Teacher Accident Injury Report
- Supervisor submits STS Guest Teacher Accident Injury Report to FPS Human Resources
- FPS Human Resources notifies STS/ISS

Clinic Information:

Concentra

11569 12 Mile Road

Warren, MI 48093

Clinic Hours: Monday – Friday 7 a.m. – 7 p.m.

Phone: (586)-582-0018

After Hours: Go to Emergency Room

NOTE: If it is necessary for the employee to use the emergency room, the employee MUST state this is a WORK INJURY. If employee is invoiced directly for any service at the ER related to the work injury, please contact HR directly.

Medical Treatment Refused

- Employee reports accident to immediate supervisor
- Employee completes STS Guest Teacher Accident Injury Report and signs refusal of Treatment
- Supervisor sends injury report and signed refusal of treatment to FPS Human Resources
- FPS Human Resources notifies STS/ISS