Work-Related Injuries/Accidents

For life-threatening injuries:
Please go to the nearest emergency room or medical facility if you sustain a life-threatening or traumatic injury requiring immediate care. The emergency room should also be used for injuries outside of normal business hours that are not covered by the Urgent Care Center (M-F 4pm – 9pm; Sat-Sun 10am – 8pm). At the earliest opportunity, please notify a supervisor and UF’s Workers’ Compensation Office at 352/392-4940.

During work hours for non-life threatening injuries or for those who do not think they require medical care:
The employee should notify a supervisor and then immediately contact the UF Workers’ Compensation Office (UFWC) at 352/392-4940. UFWC will complete the state required First Report of Injury form for the employee. Injured employees who do not think they require medical care should still contact UFWC to discuss the circumstances of their accident. If you require medical attention, contact UFWC prior to going for care. UFWC staff will direct you to an authorized medical care provider to treat your injury, thereby insuring that you do not incur any expenses.

After normal work hours and on the weekend for non-life threatening injuries:
If you are injured while performing your assigned job duties between the hours listed below, please go to the Urgent Care Center for your medical care. The Urgent Care Center is located at 812 NW 57th Street, on the north side of Newberry Road past Gainesville Health and Fitness, but before you reach the duck pond by North Florida Regional Medical Center. You may contact the Urgent Care Center at 352/333-4700. Simply identify yourself as a UF employee who was injured on the job and show them your Gator 1 card and personal insurance card. After you have been treated, please immediately contact the Workers’ Compensation Office at 352/392-4940 and follow the directions given.
- Monday through Friday: 4 p.m. - 9 p.m.
- Saturdays or Sundays: 10 a.m. - 8 p.m.

For work-related vehicle accidents:
Always have the accident investigated by a law enforcement officer regardless of how minor it seems. Please note that security personnel, whether from UF or Shands, is not the same as UPD, which must be notified if the accident occurs on campus. Off-campus accidents must be reported to the appropriate police department. University Police Department phone number is 352/392-1111. Report the accident immediately to your supervisor. Do not discuss the details of the accident with anyone except the investigating officer. Obtain information about the other driver(s) from the investigating officer. Get the names, addresses, and phone numbers of any witnesses. Do not promise anything to the other driver(s) such as to fix their car, furnish a rental car, etc. Notify the University Insurance Coordinator at 352/392-1591 if you are driving a state vehicle.

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