



Marathon County Workers' Compensation: Steps to Follow After a Workplace Injury or Illness



Step 1: The injured employee must notify their supervisor **immediately** following the incident. If the situation is life-threatening, **call 911** without delay.

Step 2: The injured employee should call the 24/7 WC Nurse Triage Line:

**24/7 Workers' Compensation
Nurse Triage Line
844-891-6020**

Step 3: The triage nurse will collect relevant information and notify Human Resources and WMMIC (Wisconsin Municipal Mutual Insurance Company), the County's workers' compensation third-party administrator.

Step 4: If external medical treatment is necessary, the triage nurse will:

- ✓ Direct the employee to the appropriate medical facility,
- ✓ Notify the facility of the employee's arrival, and
- ✓ Provide workers' compensation insurance contact details.

Note: Astia Health Clinic is available to **all employees**, regardless of their County health insurance coverage.

Step 5: The injured employee must obtain a medical slip indicating:

- ✓ Their ability to return to work (with or without restrictions), **or**
- ✓ The need to remain off work.

This slip must be provided to both the employee's supervisor and Human Resources. The County will make every effort to accommodate any work restrictions.

Step 6: The injured employee must follow all medical restrictions during work and non-work hours. If the employee feels a task is outside their restrictions, they must notify their supervisor immediately. Workplace safety is a shared responsibility between the employee and the County.

Step 7: The injured employee and their supervisor must complete the Marathon County Workers' Compensation Injury or Illness Report within two business days of the incident. The completed form must be submitted to Human Resources.

Step 8: WMMIC will send an introductory letter to the employee once medical treatment is initiated.

Questions Contact:

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