



## Workers' Compensation: When a Church Employee Is Injured on the Job

---

When a church or school employee is hurt at work, get them care first, then report it promptly — Georgia workers' comp claims are time-sensitive. Call MinistrySure and we file it with your carrier.

When a church employee is hurt on the job, make sure they get medical care first, then report it promptly — in Georgia, workers' compensation claims are time-sensitive. Document what happened and call MinistrySure at (770) 716-0180; we file the claim with your carrier and walk you through it.

### What to do right now

- Get the employee medical care. Their health comes first.
- Write down the facts: who was injured, the date and time, what they were doing, what part of the body was hurt, and any witnesses.
- File the notice of injury — the employer's First Report of Injury — with your carrier promptly. That notice is what formally opens the workers' comp claim.
- Report it promptly — don't wait to see if it "turns into something."
- Appoint one point of contact — usually a supervisor or office manager — so the carrier, the treating doctor's office, and the employee all coordinate through one person. One voice in, one voice out keeps the claim clean.
- Write down everyone you talk to — name, company, role, and date. A workers' comp claim runs through the carrier, the treating provider, and sometimes a nurse case manager; a log is how you keep it moving.
- Call us so we can file it and stay on it with you.

### What to expect

The carrier handles the employee's medical treatment and any wage benefits under workers' compensation. The employee may need follow-up care before they're cleared to return to work. How a claim is handled can affect your experience rating over time, which is one more reason to report it correctly from the start.

### Your part

Report promptly, keep good records, and support the employee's recovery and return to work. If you're not sure whether an injury qualifies, report it anyway and we'll sort it out.

### How MinistrySure helps

You call us first. We file the workers' comp claim with your carrier, answer your questions (Georgia requires coverage at three or more employees), and stay with you and your employee through the process.