

# TENNESSEE WORKERS' COMPENSATION INSURANCE POSTING NOTICE



*The law requires this notice to be posted at the employer's place of business so all employees have access to it.*

## WHICH EMPLOYERS ARE COVERED BY THE TENNESSEE WORKERS' COMPENSATION ACT?

- All employers with five (5) or more full or part-time employees, except as indicated below.
- All employers engaged in the mining and production of coal with one (1) or more employees.
- All workers in the construction industry unless they are specifically exempted.

## WHAT SHOULD AN EMPLOYEE DO IF INJURED AT WORK?

1. Report the injury to the employer immediately;
2. Select a treating physician from a panel provided by the employer on the form described below. To report an injury contact:

\_\_\_\_\_  
Name of employer representative to notify in event of a work related injury

\_\_\_\_\_  
Telephone number of employer representative to notify in event of a work related injury

\_\_\_\_\_  
Address of employer representative to notify in event of a work related injury

3. If you have questions or problems, contact the Bureau as indicated below.

## WHAT SHOULD AN EMPLOYER DO WHEN AN INJURY IS REPORTED?

1. Immediately complete a First Report of Work Injury form and send it to the workers' compensation insurance company or the third party administrator;  
AND,
2. Offer the employee a panel of physicians. The physicians must be provided on the official state form, which is the "AGREEMENT BETWEEN EMPLOYER/EMPLOYEE CHOICE OF PHYSICIAN —Form C-42." Additional instructions are available on the form. The form is available at:  
<http://www.tn.gov/assets/entities/labor/attachments/c42.pdf>

The Tennessee Bureau of Workers' Compensation has staff available to help both employees and employers.  
For more information contact:

**TENNESSEE BUREAU OF WORKERS' COMPENSATION**  
**220 FRENCH LANDING DRIVE, 1-B**  
**NASHVILLE, TENNESSEE 37243-1002**  
**615-532-4812 OR TOLL FREE 800-332-2667**  
**800-332-2257 (TDD)**

<http://www.tn.gov/workforce/section/injuries-at-work>

