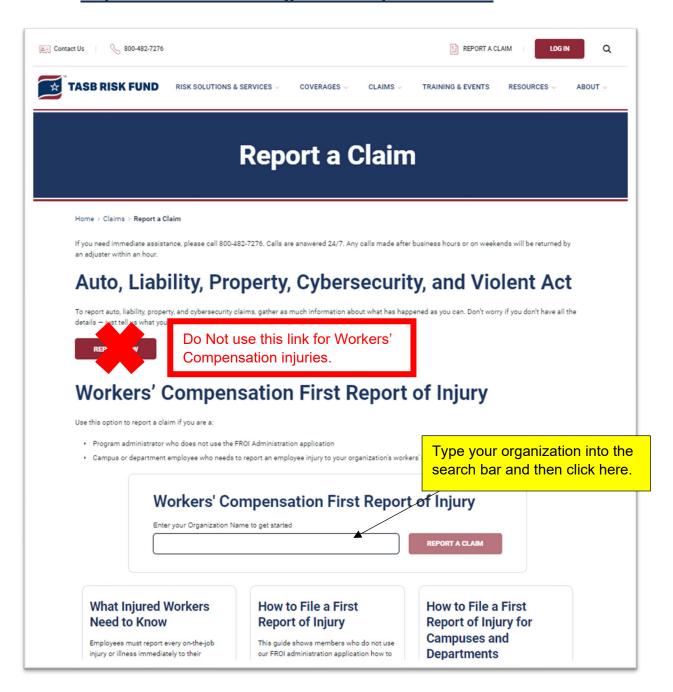
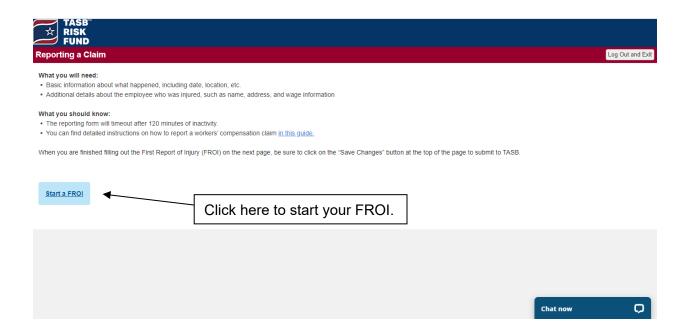
How to File a First Report of Injury

Campus or Department Instructions

Start at https://www.tasbrmf.org/claims/report-a-claim





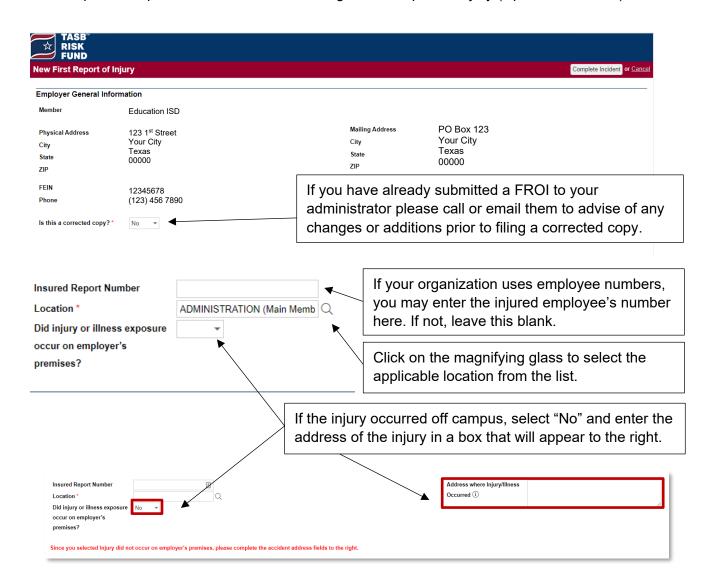


Important: Please note that all items marked with a red asterisk (*) are mandatory. If you are unsure of the correct information, please use the applicable placeholders listed in this guide. Placeholders are outlined in red.

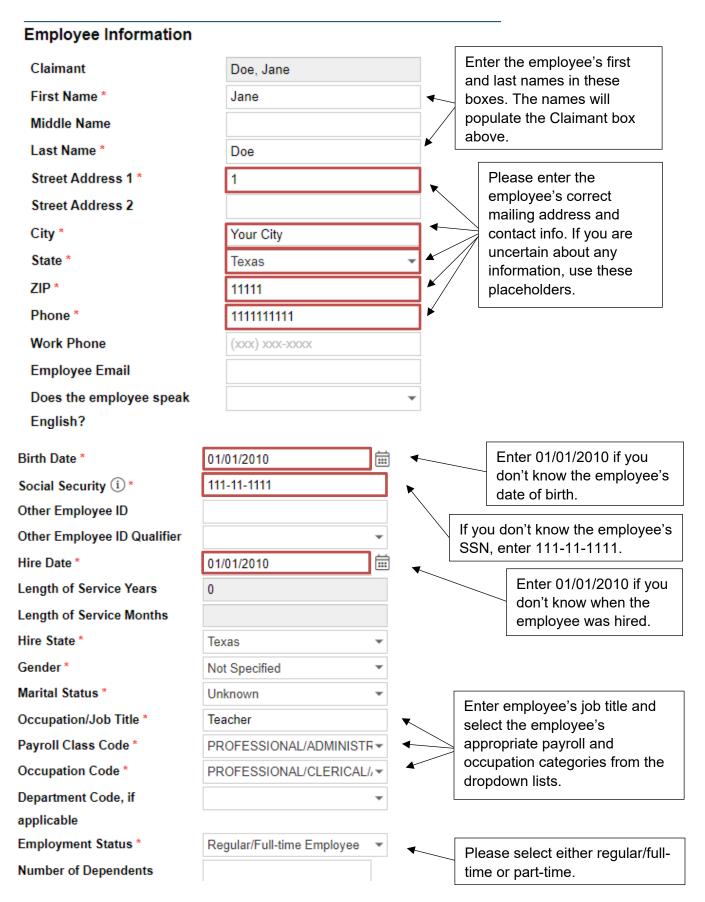
Any placeholders or incorrect information will be corrected by your administrator upon submission.



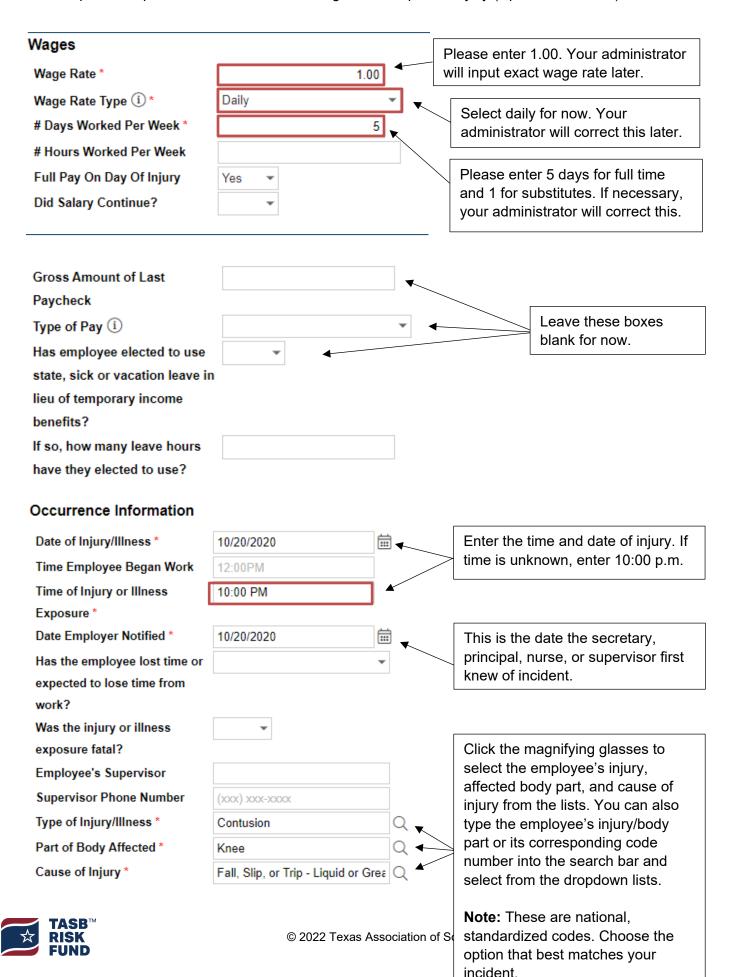
Campus or Department Instructions for Filing a First Report of Injury (Updated 12/01/22) - 3 -











Campus or Department Instructions for Filing a First Report of Injury (Updated 12/01/22) - 6 -Examples include walking, cleaning, or cooking. Worksite location of injury (i) Was employee doing their regular job? Explain how the injury Specify activity the employee Walking through hallway occurred. Be concise and was engaged in when the to the point. Specify body injury or illness exposure part(s) and exact occurred * location and side of Slipped in puddle and fell on left hip body. This space is How did the injury or illness limited so please be brief. exposure occur? (i) * For example, employee slipped on wet floor in hallway while walking and fell on both knees Is the employee seeking or Yes **Record Only** is for no medical expected to seek medical treatment, no lost time, and no treatment?* questions or concerns. **Medical Only** is for initial medical Type of Claim (i) * Medical Only and/or no more than 5 days of lost time. **Lost Time/Indemnity** is for ongoing medical treatment and/or lost time and all other. Treatment Information Medical Provider Enter doctor/hospital information if known. These Physician/Hospital Name are not mandatory fields. Don't worry about inputting Address addresses. City State ZIP ##### ####

(XXX) XXX-XXXX

(XXX) XXX-XXXX

Minor clinic/hospital medical rev



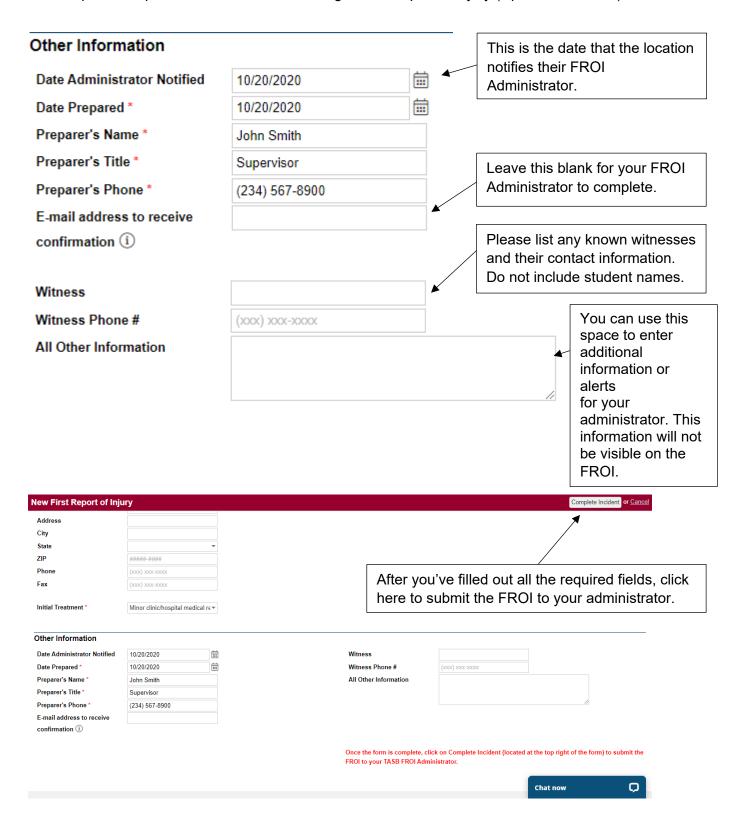
Phone

Initial Treatment *

Fax

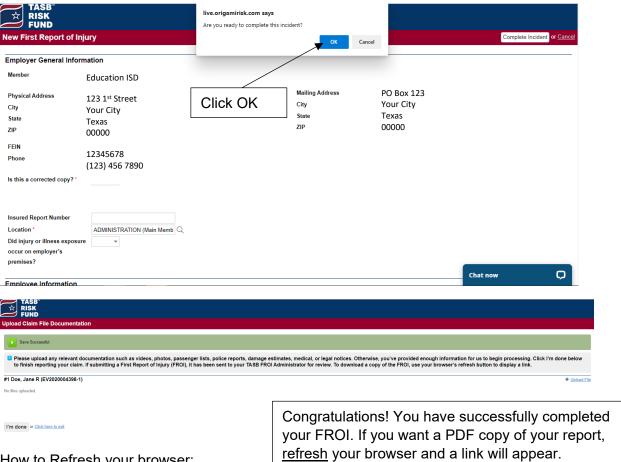
dropdown list.

This field is mandatory. Select the appropriate option from the





Campus or Department Instructions for Filing a First Report of Injury (Updated 12/01/22) - 8 -



How to Refresh your browser:

Chrome: Hold down Ctrl and press F5

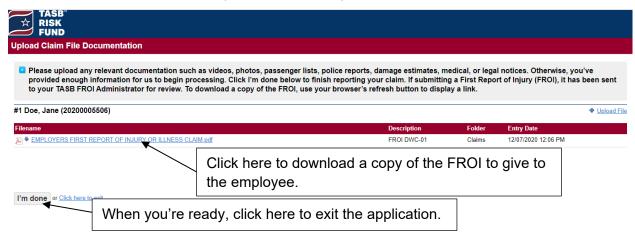
Chrome & Mac: Hold down Command, Shift and click the 'R"key

Firefox & Windowns: Hold down Ctrl and press F5

Firefox & Mac: Hold down Command, Shift and the 'R" key

Safari: Hold down the option and command key then press the 'E"key

Internt Explorer: Hold the Control key, press the F5 key.



If you have questions contact your FROI Administrator or inquiry@tasb.org or 800.482.7276

