



What to do if a club member is injured whilst participating in a lifesaving activity:

If you are injured during a surf lifesaving activity that requires ongoing medical expenses, hospitalisation or an ambulance please read below.

If an ambulance is required please notify your Patrol Captain who in turn will notify the Director of Lifesaving.

- For all incidents please complete the incident log book (Incident book found in patrol tower or patrol cupboard) and notify Surfcom (you will receive an IRD number)
- Complete Notification of Injury Form within 48 hours if incident
- If you are unsure whether you will need ongoing medical claims please call the Director of Lifesaving who can advise if workers compensation paperwork needs to be commenced
- To download the appropriate Workers Compensation forms and Fact Sheet click here: <http://www.hsls.org.au/member-resources.html>
- Look under the heading - **Workers Compensation**.
The first 2 links - **Workers Compensation Claim Form** and **Notification of Injury Form** will be required and the other links in this section are - Workers compensation Fact Sheets which will provide the most up to date information on what to do.
- The Workers Compensation Claim Form must be **sent to WorkCover NSW** by fax on 02 9287 4828 or via email: wca.claims@workcover.nsw.gov.au, **within 48 hours**. A copy of this form is not required to be sent to Surf Life Saving NSW however please retain a copy for your records.
- Remember when being treated to advise the medical staff that you are a lifesaver and injured yourself at work thus, it is workers compensation and you will require workers compensation paperwork.
- Remember to keep all your medical bills and any medical documentation.

If in doubt re any member injuries, please notify the Director of Lifesaving, if the Director of Lifesaving is not available by mobile phone please leave a message and also contact the President.