



Workers' Compensation – New Claim Reporting Worksheet for AmeriSys

All work related injuries or illnesses are to be reported to AmeriSys at the Toll-free number 1-800-455-2079. If possible the employee is to be present for the call so the employee's injuries may be triaged and the appropriate medical care is provided.

If it is an **emergency**, call 911 to get immediate medical care for the injured employee, then call AmeriSys at 1-800-455-2079 to report the incident.

To Report the work related Injury or illness the following information will be required:

- Employee's Name: _____
- Employee's Complete Social Security Number*: _____
- Employee's Date of Birth: _____
- Employee's Sex (Male or Female): _____
- Employee's Home Address: _____
- Employee's Mailing Address: _____
- Employee's Home Phone Number: _____
- Name and Address of Agency: UCF, 4000 Central Florida Blvd, Orlando, FL 32816 _____
- Agency Casualty Location Code Number: #222 _____
- Employees Class Title: _____
- Date of Incident (Injury or Illness): _____
- Time of Incident (Injury or Illness): _____
- Description of Accident: _____

- Cause of Accident: _____

- Part(s) of Body Affected: _____
- Date the Incident was Reported by Employee: _____
- Employee's Date of Employment: _____
- Employee's Salary (hourly or biweekly): _____
- Employee's Work Address and Phone Number: UCF Human Resources, 3280 Progress Dr #100, Orlando, FL 32816 _____
- Employee's Supervisor: _____
- Supervisor Agree with the description of accident : Yes _____ No _____
- Supervisor Phone Number: _____
- Place of Accident (Street, City, Zip Code): _____

*The collection of the social security number (SSN) via this report for Form DFS-F2-DWC-1 is specifically authorized by Section 440.185(2), Florida Statutes. The SSN will be used as a unique identifier in Division of Workers' Compensation database systems for individuals who have claimed benefits under Chapter 440, Florida Statutes. It will also be used to identify information and documents in those database systems regarding individuals who have claimed benefits under Chapter 440, Florida Statutes, for internal agency tracking purposes and for purposes of responding to both public records requests and subpoenas that require production of specified documents. The SSN may also be used for any other purpose specifically required or authorized by state or federal law.