

# FACULTY ACCIDENT REPORTING

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Worker's compensation benefits include medical expenses and, in case of disability, protection against total loss of income for employees who sustain a work-related injury or illness. Employees are responsible for immediately reporting all work-related accidents or illnesses to their supervisors. Supervisors are to notify Human Resources immediately at (864) 250-8704 or (864) 250-8192. In the event of a workplace accident or illness, the injury protocol and form must be completed. These procedures can be found on Resources4me under Forms and Documents>Safety Information Documents (<https://mygltec.sharepoint.com/sites/resources4me/gtcdocumentation/Safety%20Information%20Documents/?viewpath=%2Fsites%2Fresources4me%2Fgtcdocumentation%2FSafety%20Information%20Documents>). For additional information, refer to the Greenville Technical College Employee Handbook (<https://mygltec.sharepoint.com/sites/resources4me/gtcdocumentation/Human%20Resources%20Documents/GTC%20Employee%20Handbook.pdf#search=employee%20handbook>).