



Reporting of a work accident

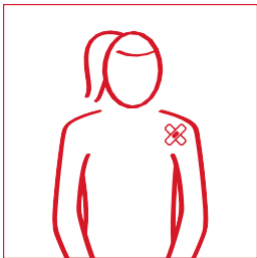
Work accident

Definition:

A work accident is any accident that occurs to an employee during and as a result of the execution of the employment contract due to a sudden event and results in an injury. Accidents that occur on the way to and from work (= the normal route to and from work) are also considered as work accidents.

Have you had an accident at work or on the way?

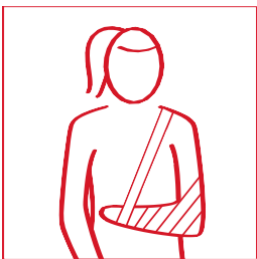
It is important that you follow the correct steps. These steps may vary depending on the situation.



You have had an accident, but can continue working after receiving first aid:

Only follow **step 1** here below.

If there are no complications, no medical costs, no incapacity for work, or loss of working hours, you don't need to do anything else, except to report the incident to the job center.



You have had a work accident and require specific medical care or incapacity for work:

Follow **all the steps** below.

Step 1:

After you have received the necessary first aid, it is important to notify your Daoust JobCenter of the first aid incident or work accident as soon as possible.

Your JobCenter provide you with information about the procedure and ask you to describe the event as accurately as possible.

A first aid incident (no cost and no incapacity for work) will be registered internally and a work accident will be declared to our insurer.

The JobCenter will also provide you with the document “Certificate of Initial Determination”, if it is a work-related accident, which you will need to have completed by the doctor/hospital that made the initial determination.

Step 2:

Seek medical care from a doctor and request them to fill out the “Certificate of Initial Determination”.

Step 3:

Complete the declaration together with your Daoust consultant. Ensure that you provide all the information. The more information we have, the faster your file will be processed by the insurance company. Don't forget to provide us with the “certificate of initial determination” filled out by the doctor.

Step 4:

Once Daoust has reported your accident to our insurer, we will send you an email with information about your file, the file number, and the procedure to follow for the follow-up of your file.

First aid incident



Work accident



Emergency Numbers

Ambulance / Fire Brigade (European emergency number)	112
Anti-poison Center	070 245 245
Burn Center	02 268 62 00
Police	101
Emergency number (out of opening hours)	02/207.17.71
Reporting of dangerous situation (during opening hours)	02/887.71.31

Daoust Contact Information

Find the contact details of your JobCenter [here](#).

You can also always contact our Safety Department at the following email address safety@daoust.be