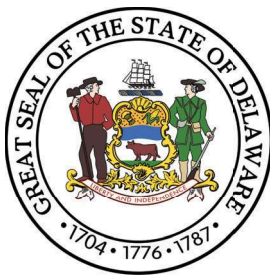


**Fox Valley Offices**  
4425 North Market Street- 3rd Floor  
Wilmington, DE 19802  
(302) 761-8200



**Blue Hen Corporate Center**  
655 S Bay Road, Ste. 2H  
Dover, DE 19901  
(302) 422-1134

**Georgetown American Job Center**  
8 Georgetown Plaza, Suite 2  
Georgetown, DE 19947  
(302) 856-5230

**DEPARTMENT OF LABOR**  
**DIVISION OF INDUSTRIAL AFFAIR**

**University Office Plaza**  
252 Chapman Road, 2nd Floor  
Newark, DE 19702  
(302) 761-8200

Email: [dol\\_dia\\_workcomp@delaware.gov](mailto:dol_dia_workcomp@delaware.gov) | Email: [dol\\_dia\\_wc\\_compliance@delaware.gov](mailto:dol_dia_wc_compliance@delaware.gov) | Website: [Labor.delaware.gov](http://Labor.delaware.gov)

## WORKERS COMPENSATION

### IMPORTANT THINGS TO DO IN CASE OF INJURY

#### THE EMPLOYER SHALL:

**Carry Workers' Compensation Insurance Coverage per Title 19, Chapter 23, 2303. Every employer shall keep of record of all injuries received by employees; and within 10 days, file a First Report of Injury with the Office of Workers Compensation as per Title 19, Chapter 23, 2313. In addition, the employer should notify their Workers' compensation Insurance carrier of said injury. First Report of Injury forms are available on our website listed above**

#### THE EMPLOYEE SHALL:

**Or someone on the employee's behalf, notify the employer as soon as possible of an accidental injury or occupational disease and request medical services if needed. Failure to give notice or to accept medical services may deprive the employee of the right to compensation. Give promptly to the employer, directly or through a supervisor, notice of any claim for compensation for the period of disability beyond the third day after the accident. In case of fatal injuries, notice must be given by one or more dependents of the deceased or by a person on their behalf. In case of failure to reach an agreement with the employer in regard to compensation under the law, file a petition with the Industrial Accident Board for a hearing on the matters at issue within two (2) years of the date of accidental injury. All forms can be obtained from the Office of Workers' Compensation. ( Email: [dol\\_dia\\_workcomp@delaware.gov](mailto:dol_dia_workcomp@delaware.gov) )**

**It is unlawful to retaliate against an employee because (s)he has made a complaint or given information to the Dept of Labor about possible labor law violations.**

**Violations of Delaware Worker's Compensation Labor Laws could result in fines.**

To Report A Claim Contact:  
**Gallagher Bassett**  
Telephone: 833-707-6338



NO FIXED ADDRESS, DE