



Educational Temporary Help

Instructions For When an On The Job Injury Occurs

If an injury occurs at work your first step is always to contact ETH at 989-631-4806. Even if you do not think you need medical treatment, please call ETH.

If no medical treatment is needed, you will fill out an incident/accident report that is in the classroom and return to ETH. Please do not return the form to ESA. ETH is your employer and we need the form on record.

If you DO require medical attention, we will instruct you on which medical facility to report to and authorize your treatment. You will then report to the ETH office to complete paperwork. This is not the same paperwork that is in the classrooms.

You should not seek treatment or report to a medical facility without contacting ETH first. If you are unsure about whether or not to seek medical attention, please contact us to discuss the injury.

When arriving at the medical facility as instructed by ETH, please be sure to tell them that this is a workers compensation injury and **your employer is Educational Temporary Help**. Please remember your employer **IS NOT** Midland County ESA. Your employer is Educational Temporary Help.