

# 6 STEPS TO COST CONTAINMENT

How to get certified, boosting your safety culture, reducing claims expenses, and earning discounts on your workers' compensation program

 **Ascent**  
Insurance Solutions  
*Insuring you to greater heights!*



## **Safety Policy Declaration**

The policy declaration should be signed and dated by top management and conspicuously posted where all employees may frequently read it.



## **Safety Coordinator/Committee**

The safety coordinator/committee responsibilities should be clearly defined with a list of tasks and objectives with documentation of agenda and meeting recorded.



## **Safety Rules**

To effectively prevent losses, safety rules must be clearly defined. In the training phase, employees must be made aware of the rules. Rules should be posted in appropriate and conspicuous areas.



## **Safety Training**

Documented new-employee safety orientation occurs upon hire. Safety training is on-going and attendance is documented with employee signatures.

## **Designated Medical Provider**

By designating medical providers, the employer will have an immediate source of treatment and care for the injured employee.

## **Written Claims Management Procedures**

It is important to have clearly written and easy to follow procedures on claims management which include:

- Accident Investigation Procedures
- Completed Accident Investigation Form for all employee injuries regardless of apparent severity
- Return to Work Program



**(720) 672-9774**

[info@ascent-insurance.com](mailto:info@ascent-insurance.com)

[www.ascent-insurance.com](http://www.ascent-insurance.com)