



Get Ahead with Early Reporting: Your Simple Guide

5 INNOVATIVE TIPS

Employees communicating with your management team about signs and symptoms of injury is important for their well-being and workplace safety. Here's a simple guide on how to have employees to do it effectively.

At ErgoWorks, our therapists are trained in ergonomics and injury prevention. Our strategies and expertise helps our clients keep their employees productive.

As your trusted guide in building a culture of health and safety at work, here are ErgoWorks' Top 5 innovative ways that injury prevention saves companies money.



#1: SPEAK OPENLY, BEHIND CLOSED DOORS

Find an appropriate time and place to speak privately to your employee. This will help them feel comfortable sharing symptoms they may be feeling. Encourage them to be open and honest and clearly describe how their symptoms are affecting their ability to do their job.



#2: SCHEDULE A PREVENTION VISIT

Your onsite therapist can provide hands-on care for the employee's symptoms. They will coach in ways to reduce symptoms at home and work, like applying heat or ice, stretching, and safe movement tips. Of course, if the injury or symptoms are severe, or emergency care is needed, it's essential to seek medical attention promptly.



#3: DISCUSS SOLUTIONS

If you have ideas to address the work tasks, share them with your employee, and ask for their ideas too! This proactive approach demonstrates your commitment to finding a solution. Whether it's a change in your work duties, ergonomic adjustments, or access to necessary equipment, decide the next step together.



#4: BE INFORMED, AND MAKE A NOTE

Be a resource for your employee by knowing your company's policies and procedures so you can navigate the process smoothly. It's a good practice to document your conversation, including what was discussed, any agreed-upon actions, and the date of the conversation. This can be useful for reference in the future.



#5: FOLLOW UP

After the initial conversation, follow up with your employee to ensure that the necessary steps are being taken to address the symptoms. Demonstrate your compassion and concern for the employee's well being. This shows your commitment to resolving the matter and them staying safe at work.

As a Minnesota company who specializes in injury prevention, ergonomics, and job analysis, we have helped local companies:

**Reduce Injuries
Increase Retention
Increase Employee Job Satisfaction**

**Want to know more?
Click the Schedule A Discovery Call button to connect
with Owner Beth Mayotte.
Discover customized solutions for your unique needs.**

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