



Northern California Conference
HUMAN RESOURCES
Connections With A Purpose

Workers' Compensation

If you have a work related injury or illness, take the following steps:

1. Notify your supervisor or HR immediately.
2. If you feel that you need medical attention, please go to either provider:

First Treating Center: CareOnSite
1805 Arnold Drive
Martinez, CA 94553
925-335-5050

(24 hour injury care provided)

Urgent Care: John Muir Medical Center
1601 Ygnacio Valley Road
Walnut Creek, CA 94598
925-939-3000

3. Please call the treating center to schedule an appointment. For urgent care, go to the hospital.
4. Do not use your personal medical card when you are treated for a work related injury or illness.
5. If you receive paperwork from the treating physician or bills from the provider, give them to HR immediately.
6. HR will give you the form DWC1 within 24 hours of hearing about your injury. Please complete the form and return it to HR immediately.