



**Clarkston School District
1294 Chestnut
Clarkston, WA 99403
Employee Responsibility Form**

Employee Responsibilities while covered under Workers Compensation:

Employee must:

- Report all injuries immediately to your supervisor or designee
- Provide physician's note to supervisor and ESD 112 Workers' Compensation Department within 24 hours of each visit
- Contact supervisor daily unless otherwise directed by supervisor
- Provide physician letter for work status and work status report as directed to physician, and return within 24 hours to your supervisor and ESD 112 Workers' Compensation Department
- Keep or make physician's appointments as directed by ESD 112 Workers' Compensation Department
- Failure to stay in contact with your supervisor and follow the responsibilities listed above will be considered job abandonment

Employee Signature

Supervisor Signature