

GIO Workers Compensation – Australian Capital Territory

Register of injury

The Register of Injuries must be kept by the employer in a location where it is readily accessible to workers. Every injury that occurs in the workplace should be recorded, regardless of whether or not a claim is made. Notification of an injury to the insurer must be as soon as practicable.

If details of the injury are entered in the register as soon as possible after the injury happens, the entry is taken to be notice of the injury given to the employer by the injured worker for the Act.

Employer

Injured worker details

Title

Surname

Given name(s)

Address

Suburb

State

Postcode

Date of birth

Male

Female

Industry

Occupation

Incident details

Date and time of incident

at

am/pm

Description of how incident occurred – include a description of the work being done at the time

Nature of injury/injuries and body part/s affected

Exact location of injury

Details of treatment

Person providing first aid treatment

Name of Doctor

Witness details

Name

Position held with the business

Reported by

Name

Position

Date

