

Claim Reporting Forms

Go to www.vensure.com

1. Click **Employer Services, Enter**
 2. Click **Client Center** (top right)
 3. Here you will find the following forms:
 - Claim Reporting Packet
 - Refusal of Medical Treatment
 - Accident Investigation
 - Consent for Release of Medical Information
- *All forms are in English and Spanish.*

If an employee incident occurs,
Managers must follow these procedures:

Employee Incident with Injury

Medical Treatment Administered

The following forms must be completed:

- Employer's Report of Injury
- Supervisor's Report of Injury
- Employee's Report of Injury
- Consent for Release of Medical Information
- Accident Investigation

Employee Incident with Minor Injury

Employee Refused Medical Treatment

The following form must be completed:

- Employer's Report of Injury
- Supervisor's Report of Injury
- Employee's Report of Injury
- Refusal of Medical Treatment

All forms must be submitted to Vensure
within 24 hours from the Time of Injury.

Email: claims@vensure.com

Fax: 480.289.6220