

# How to File an International/Overseas Workers Compensation Claim

*Note: All employees are responsible for minimizing workplace injuries, but when an injury occurs here are the appropriate action steps to take:*

**Step 1-** For Emergencies requiring Immediate Medical Attention Call 911, Otherwise

**Step 2-** Notify Supervisor or Manager immediately regardless of severity. Failure to report your incident or injury could lead to a denial of workers compensation benefits.

**Step 3-** Your Supervisor or Manager will be required to complete/submit the **Employer's First Report of Injury or Illness Form [DWC FORM-001 Rev. 10/05]** to **ACE PROPERTY & CASUALTY INSURANCE COMPANY**

**Claims Reporting:** Phone: 866 789-3747 Fax: 866 300-8206