ORANGE COUNTY SOCIAL SERVICES AGENCY

ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL

Subject: On-The-Job Injury/Illness Reporting **Number:** C 21 **Approved:** Signature on file **Date:** 03-04-03

POLICY

SSA recognizes the need to comply with regulations governing on-the-job injuries and illnesses. SSA employees will follow the below procedures and provide timely information to CEO/Risk Management and Safety office in accordance with State and County guidelines.