

**Q. I am concerned that my employer may take action against me if I file a complaint with OSHA. Do I have to give my name to OSHA?**

**A.** If you do not want your name to be used, you have the right to ask OSHA to keep your name confidential, and OSHA will not tell your employer who filed the complaint or requested an inspection. You **should** provide your name and contact information to OSHA, however, so that OSHA can follow up with you to find out if your employer fixed the problem.

**Q. What rights do I have if OSHA inspects my workplace?**

**A.** You and your co-workers have the right to participate in OSHA's inspection of your workplace in several ways. **You have the right to:**

- **communicate with the OSHA officer** during the inspection (this can help the officer recognize problems),
- **talk privately and confidentially** to the OSHA inspector,
- **accept the inspector's card** with phone number (talk with your coworkers in advance about everyone taking the card so that no one stands out)
- **call the OSHA inspector** or give them your phone number, and
- **find out the results** of the inspection.

**Q. What if my employer takes action against my co-workers or me because of the OSHA complaint and inspection?**

**A.** Your employer cannot punish you for reporting injuries or complaining about health and safety problems. If you or your co-workers are punished, fired, demoted, transferred, or discriminated against for exercising your safety and health rights, you have **30 days** to file a discrimination complaint with OSHA.

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**Q. English is not my first language. Does the local OSHA office in Omaha have someone who speaks Spanish or other languages?**

**A.** Yes. The Omaha Area Office has a bi-lingual employee who speaks Spanish, but does not have staff who speak other languages. When you call the Omaha Area Office, ask to speak to someone who understands Spanish. Since the person who speaks Spanish is often out of the office working in the community, be ready to ask that he/she call you back. (In English: "I have a complaint in Spanish. Can someone call me back, please? This is my phone number.") When you leave your contact information, **speak slowly and repeat your name and phone number twice.**

**Q. Does OSHA ask about a worker's immigration status?**

**A.** No. OSHA will not inquire into the immigration status of workers. Everyone has the right to a safe workplace regardless of their immigration status.

#### **Contact OSHA!**

Omaha Area Office  
444 Regency Parkway Drive, Suite 303  
Omaha, Nebraska 68114  
(402) 553-0171 or 1-800-642-8963  
(402) 551-1288 FAX  
Washington, D.C. hotline: 800-321-OSHA (6742)

Complaint forms to mail or fax (Attn. Duty Officer):  
[www.osha.gov/oshforms/osha7.pdf](http://www.osha.gov/oshforms/osha7.pdf)  
[www.osha.gov/oshforms/OSHA7\\_SPANISH.pdf](http://www.osha.gov/oshforms/OSHA7_SPANISH.pdf)



For more information contact  
Nebraska Appleseed: 402-438-8853.  
[www.neappleseed.org](http://www.neappleseed.org)

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## *Meat and Poultry Workers*

# What do I do if I am injured at work?

*Federal law requires employers to maintain a safe workplace. The Occupational Safety and Health Administration (OSHA) helps you protect your right to a safe workplace.*

**Job Safety and Health**  
**It's the law!**

**OSHA**  
Occupational Safety and Health Administration  
U.S. Department of Labor

**Q. What should I do if I have an accident, illness, or injury at work?**

- A. Report injuries immediately! This protects you and helps improve safety.** Immediately inform your manager or supervisor. If your workplace has a union, also contact your union representative. For serious injuries, **seek medical care immediately.**
- **Ask for and fill out *in ink*** your company's official injury report form.
  - **Get a copy** of the injury report for your records.
  - **Keep a simple written diary** of the injury and your communications with the plant.
  - **Do not go home before reporting the injury.** This can make it harder to show that it was a workplace injury.

**Q. What if I have pain from making repetitive motions, but I didn't have a specific moment of injury?**

- A. Pain in your hands, joints, arms, shoulders, neck, or back can be an indication of very serious injury. What starts as pain can become a permanently crippling injury that damages your tendons and bones.** Over time, some people lose the ability to use their hands, do their work, or perform simple life activities. **You should report pain if it persists longer than 2-4 weeks.**



**Q. Why is it important for me to report injuries or accidents that take place at work?**

- A. It is important for you to report injuries so that:**

- you can receive medical attention,
- you can receive help paying for medical care, and
- your employer can remove the hazard and prevent other workers from being injured.

Help paying for workplace injuries is called "workers' compensation" and takes place through a workers' compensation system rather than your health insurance.

**Q. What should I do after I report the injury to my manager or supervisor?**

- A. You should ask for and fill out *in ink*** your company's official injury report form.

**Q. What information should I provide on the injury report form?**

- A. You should provide:**
- Your full name, home address, and job title.
  - Describe specifically the time and date of the injury.
  - Describe specifically the location of the injury, including the building, room, floor, etc.
  - Describe the cause of the injury, including any actions that you took prior to the injury and what actions you were performing when the injury occurred.
  - **If you have pain from repetitive motion,** describe when and how you began feeling pain.
  - List the names of any co-workers who were involved in or who witnessed the injury.
  - Sign and date the official injury report form and **request a copy** for your records.

**Q. What should I do *before* I am injured?**

- A. Before you are injured, you should:**
- Review your **employee handbook** to find out your employer's proper injury or accident reporting procedure.

- **Establish a "doctor of record"** by going for a check-up. In Nebraska, you have the right to choose your own doctor in the event of a workplace injury ***if you already have a doctor.***

**Q. Can I choose my own doctor if I am injured on the job?**

- A. Yes, under Nebraska law, you have the right to see your own doctor, or the doctor of a close relative, *if you already have established a relationship with a doctor.*** Your employer cannot require you to go to a doctor that they choose. **If you want to go to your own doctor** and not one referred by your employer, **you need to choose your own doctor in the moment of injury.**

**Q. What should my co-workers and I do if our employer fails to fix the hazard that caused the accident or injury?**

- A. Federal law requires that employers must provide a safe and healthful workplace for their employees. If your employer fails to fix a hazardous condition, you and your co-workers can speak to your employer and ask her/him to fix the hazard. Remember to keep a diary of communications with your employer about hazards or injuries. This will help you if you later need to make a complaint to OSHA.**

**Q. What if my employer still fails to fix the hazard?**

- A. If the hazard is not fixed, you can file a complaint with OSHA** and request an OSHA inspection of your workplace. You can file a complaint online, in writing, by telephone, or by fax. If you file a **written and signed** complaint by mail or fax, it is more likely to result in an onsite inspection. It is also okay to call OSHA before submitting a written complaint. **File your complaint as soon as possible and keep a copy.** (See back panel for contact information.)



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