

# Nebraska Workers' Compensation Court

## First Report of Alleged Occupational Injury or Illness

NWCC Form 1  
Revised 11/2006

<b>Employer</b>									
Employer FEIN _____		SIC Code _____		Report Purpose _____			OSHA Log Case # _____		
Employer Name(s) _____				Insured Name <i>(If different from employer name)</i> _____					
Address _____				Insured Address <i>(If different)</i> _____			Location _____		
City _____									
State _____		Zip Code _____		Phone _____					
<b>Insurance Carrier</b>									
Carrier FEIN _____				Administrator FEIN _____					
Name _____				Claim Administrator <i>(Name, address &amp; phone number)</i> _____					
Address _____									
City _____									
State _____		Zip Code _____		Phone _____					
Policy Number _____				Self Insured <input type="checkbox"/>		Claim Administrator Claim # _____			
Policy Period: From _____ To _____				<i>Check if Appropriate</i>		Jurisdiction Claim # _____			
Insurance Carrier/Self-Insured Code # _____				Insured Report # _____			Jurisdiction _____		
<b>Employee</b>									
Name <i>(Last, First, Middle)</i> _____				Full Pay for DOI Yes <input type="checkbox"/> No <input type="checkbox"/>		Number of Days Worked Per Week _____		Sex Male <input type="checkbox"/>	
Address _____				Salary Continued Yes <input type="checkbox"/> No <input type="checkbox"/>				Female <input type="checkbox"/>	
City _____				Number of Dependents _____		Occupational Job Title _____			
State _____				Marital Status		Wage \$ _____		Occupational Code _____	
Zip Code _____				Married <input type="checkbox"/>		Hourly <input type="checkbox"/>		NCCI Class Code _____	
Phone _____				Separated <input type="checkbox"/>		Daily <input type="checkbox"/>		Date Employee Began _____	
Date of Birth _____				Unmarried <input type="checkbox"/>		Weekly <input type="checkbox"/>		Work-Related Duties _____	
Social Security Number _____				Unknown <input type="checkbox"/>		Bi-Weekly <input type="checkbox"/>		Employment Status FT <input type="checkbox"/> PT <input type="checkbox"/> Other <input type="checkbox"/>	
Date Hired _____				Monthly <input type="checkbox"/>					
<b>Occurrence/Treatment</b>									
Date of Injury/Illness _____			Time Employee Began Work AM <input type="checkbox"/> PM <input type="checkbox"/>			Time of Occurrence AM <input type="checkbox"/> PM <input type="checkbox"/>		Last Work Date _____	
			(Cannot be determined <input type="checkbox"/>						
Where Did Injury/Illness Occur? County _____ State _____ Zip _____					Did Injury/Illness Occur On Employer's Premises? Yes <input type="checkbox"/> No <input type="checkbox"/>				
Date Employer Notified _____			Date Disability Began _____			Date Returned to Work _____		If Fatal, Give Date of Death _____	
Type of Injury/Illness <i>(Briefly describe the nature of the injury or illness; e.g. lacerations to forearm)</i>								Nature of Injury Code _____	
Part of Body Affected <i>(Indicate the part of the body affected by the injury/illness; e.g. right forearm, lowerback; and how it was affected)</i>								Part of Body Code _____	
How Injury/Illness Occurred <i>(Describe activity and tools, materials, equipment the employee was using; how injury occurred)</i>								Cause of Injury Code _____	
Initial Treatment: No medical treatment <input type="checkbox"/> First aid by employer <input type="checkbox"/> Minor clinic/hospital <input type="checkbox"/>				Emergency Room <input type="checkbox"/> Hospitalized overnight <input type="checkbox"/> Hospitalized > 24 hours <input type="checkbox"/>		Future major medical/lost time <input type="checkbox"/>		Name of physician or other health care provider: _____	
Date Administrator Notified _____		Form Preparer's Name, Title and Phone _____					Date Prepared _____		

## General Instructions (Item—Definitions)

*Items in bold are mandatory fields. First Report of Injury or Illness (FROI) without this information will be returned.*

### Employer:

- **Employer FEIN**—the employer/insured's Federal Employer's Identification Number.
- SIC Code—Standard Identification Classification code which represents the nature of the employer's business.
- Report Purpose—defines the specific purpose of the transaction (examples: original=00; cancel=01; change=02; denial=04; correction=co).
- OSHA Log Case #—the Log Case number required for reporting to OSHA.
- **Employer Name**—include all business names/doing business as (*dba*)
- Address (including city, state, and zip code)—the address of the employer's actual location where the employee was employed at the time of the injury.
- Phone—phone number at the employer's facility.
- **Insured Name (if different from employer)**—the named insured on the policy or the financially responsible self-insured employer.
- Insured Address (*if different from employer*)—mailing address of the insured.
- Location—a code defined by the insured/employer which is used to identify the employer's location.

### Insurance Carrier:

- **Carrier FEIN**—carrier's Federal Employer's Identification Number.
- Administrator FEIN—administrator's Federal Employer's Identification Number.
- **Name**—the worker's compensation insurer, approved self insured, or intergovernmental risk management pool.
- **Address**— address, city, state and zip code of insurer.
- Phone—phone number of insurer.
- Claim Administrator (name, address, & phone)—enter the name, address and phone number of the carrier, third party administrator, risk management pool, or self-insurer responsible for administering the claims, if different from carrier information.
- Policy #—the number assigned to the contract/policy for that employer.
- Policy Period—the effective and expiration dates of the contract/policy.
- Insurance Carrier/Self Insured Code #—for insurance carriers, the number assigned by the Nat'l Assn. of Insurance Commissioners. For self-insured employers, the code number assigned by the court.
- **Self Insured**—check if appropriate.
- **Claim Administrator Claim #**—identifies a specific claim within a claim administrator's claims processing system.
- Jurisdiction Claim #—number assigned by the court when the initial First Report is accepted.
- Insured Report #—a number used by the insured to identify a specific claim.
- Jurisdiction—the governing body or territory whose statutes apply (NE).

### Employee:

- **Name**—give full name as shown on payroll (avoid initials if possible).
- **Address**— address, city, state and zip code of employee.
- Date of Birth—the date the injured worker was born.
- **Social Security Number.**
- Date Hired—the date the injured worker began his/her employment with the employer.
- Full Pay for DOI (date of injury)—check one.
- Salary Continued—check one.
- Number of Days Worked Per Week—the number of the employee's regularly scheduled work days per week.
- Sex—check one.
- Number of Dependents—the number of dependents as defined by the Nebraska Workers' Compensation Act.
- Marital Status—check one.
- Wage—check one and state wage.
- Occupational Job Title—the primary occupation of the claimant at the time of the accident.
- Occupational Code—Standard Occupational Classification code used to identify the primary occupation of the employee at the time of the accident.
- NCCI Code—The identifying number for an occupational classification.
- Date Employee Began Work—Related Duties—date pertaining to employee's present occupation.
- Employment Status—check one.

### Occurrence/Treatment:

- **Date of Injury/Illness**—date on which the accident occurred (*only one date of injury per form*).
- Time Employee Began Work—time employee began work for that date.
- Time of Occurrence—time of day the injury occurred.
- Last Work Date—the last paid work day prior to the initial date of disability.
- **Where Did Injury/Illness Occur**—complete county, state, and zip code.
- Did Injury/Illness Occur On Employer's Premises—check one.
- Date Employer Notified—the date that the injury was reported to a representative of the employer.
- Date Disability Began—if not disabled answer none and skip questions.
- Date Returned to Work—if injured has returned to work, complete this question.
- If Fatal, Give Date of Death, (date employee died as a result of the work-related injury)
- **Type of Injury/Illness**—describe the nature of injury.
- Nature of Injury Code—the code which corresponds to the nature of the injury sustained by the employee.
- Part of Body Affected—the part of the body to which the employee sustained injury.
- Part of Body Code—the code which corresponds to the Part of the body to which the employee sustained injury.
- **How Injury/Illness Occurred**—a free-form description of how the accident occurred and the resulting injuries.
- **Cause of Injury Code**—the code that corresponds to the cause of injury
- Initial Treatment—check one.
- Name of physician or other health care provider—provide name of physician or other health care provider that treated employee for injury.
- Date Administrator Notified—the date the claim administrator who is processing the claim received notice of the loss or occurrence.
- Form Preparer's Name, Title and Phone.
- Date Prepared—date form was actually completed.

Type or print neatly your response in ink.