MEMORANDUM

DATE: February 1, 2010
To: All Boise State University Employees
From: Sarah Jones & Mary Naccarato / HR Benefits Administration
       Kip McBean & Breck Skinner /Risk Management & Insurance
Subject: Worker’s Compensation / St. Luke’s Occupational Health

Effective February 1, 2010, Boise State University has appointed St. Luke’s Occupational Health as the preferred medical provider for employees who have worker’s compensation injuries. St. Luke’s Occupational Health provides nearby clinics and hospital emergency rooms as well as a “managed care” philosophy for employees needing medical treatment for on-the-job injuries.

St. Luke’s Occupational Health has locations throughout the Treasure Valley to serve injured employees. Employees injured after Occupational Health regular business hours that need immediate medical attention should go to the nearest St. Luke’s Urgent Care Clinic or St. Luke’s Emergency Room.

The following procedures are now in place:

1. In the event of emergency on-the-job accidents, call 911, and paramedics will transport the injured employee to St. Luke’s Emergency room.

2. In a non-emergency on-the-job accident, the employee should drive to the nearest St. Luke’s Occupational Health Clinic, or if needed, be transported by taxi (Boise City Taxi / 377-3333) to St. Luke’s Occupational Health Clinic for medical treatment. The Idaho State Insurance Fund will be billed direct for the taxi charge and the employee should get a receipt from the taxi driver and forward to Risk Management.

3. The injured employee’s supervisor should immediately notify (e-mail or telephone) the Risk Management Office or use the Hurt Line, at 426-4878, to report any work related injuries and forward a completed Supervisor Accident Report (SAR) to Risk Management within 48 Hrs.

Please see the reverse side for additional information about St. Luke’s locations. If you have any questions about these procedures, please contact Risk Management, at 1910 University Drive, 426-3636 or 426-5955. Thank you.
Occupational Health Services
Prompt, Quality Medical Care for the Injured Worker

Occupational Health Clinics – Treasure Valley

(Appointments appreciated; same day care available for acute injuries.)

St. Luke’s Boise
703 Americana Blvd., Suite 130
Boise, ID 83702
(208) 706-7500
Monday-Friday, 8 a.m.-5 p.m.

St. Luke’s Meridian
520 S. Eagle Road, Suite 2213
Meridian, ID 83642
(208) 706-5447
Monday-Friday, 8 a.m.-5 p.m.

St. Luke’s Nampa
9850 W. St. Luke’s Drive, Suite 207
Nampa, ID 83687
(208) 505-2711
Monday-Friday, 8 a.m.-5 p.m.

Fruitland
St. Luke’s Clinic – Family Medicine
1210 NW 16th Street
Fruitland ID 83619
(208) 452-8600
Monday-Friday, 8 a.m.-8 p.m.
Saturday, 9 a.m.-5 p.m.

Mountain Home
St. Luke’s Elmore
895 N. 6th East
Mountain Home, ID 83647
(208) 580-5488
Monday-Friday, 8 a.m.-5 p.m.

St. Luke’s Meridian
520 S. Eagle Road, Suite 2213
Meridian, ID 83642
(208) 706-5447
Monday-Friday, 8 a.m.-5 p.m.

St. Luke’s Nampa
9850 W. St. Luke’s Drive, Suite 207
Nampa, ID 83687
(208) 505-2711
Monday-Friday, 8 a.m.-5 p.m.

Saltzer Quick Care
9850 W. St. Luke’s Drive, Suite 129, Nampa, ID 83687
(208) 288-4930
7 days/week, 8 a.m.-8 p.m.

St. Luke’s Boise – Urgent Care
3101 E. State Street, Eagle, ID 83616
(208) 473-3100
Monday-Friday, 7 a.m.-10 p.m.
Saturday-Sunday, 9 a.m.-10 p.m.

St. Luke’s Meridian – Urgent Care
3101 E. State Street, Eagle, ID 83616
(208) 473-3100
Monday-Friday, 7 a.m.-10 p.m.
Saturday-Sunday, 9 a.m.-10 p.m.

St. Luke’s Nampa – Urgent Care
9850 W. St. Luke’s Drive, Suite 207
Nampa, ID 83687
(208) 505-2711
Monday-Friday, 8 a.m.-5 p.m.

St. Luke’s Elmore – Urgent Care
895 N. 6th East
Mountain Home, ID 83647
(208) 580-5488
Monday-Friday, 8 a.m.-5 p.m.

Additional occupational health services available at our clinics include drug and alcohol testing, employment physicals, and immunizations.

stlukesonline.org/occhealth