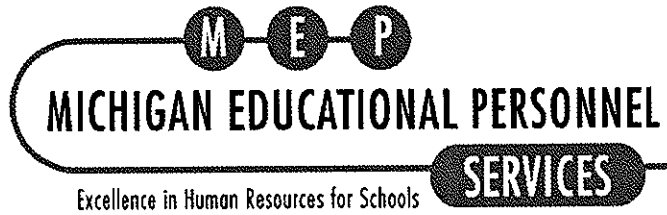


PROCEDURES FOR WORKPLACE INJURIES

1. Give the injured employee a copy of the MEP Services “Authorization for treatment”. They can give this letter to the medical provider. It has the phone number of our insurance carrier to call for assistance in processing the claim.
2. Whenever possible employees should seek treatment at an employment clinic. Attached is the nearest location of Concentra Urgent Care. They will send the medical claim directly to our Workmen’s Compensation Insurance Co.
3. Fill out the Incident Report.
4. Send an email or fax of the incident report with the details of the incident to MEP Services the same day or the following day if the incident happens at the end of the day. We need to get the incident report to the insurance carrier so that the claim can be processed immediately.



Date: _____

RE: Authorization for treatment of the employee listed below.

To Whom It May Concern:

We have been notified that our employee _____ has sustained a work related injury. The treatment provided for this injury is to be covered by our insurance. A claim is being filed with our insurance carrier, General Agency policy # 3H1260509. Please contact them at (989) 773-6985 for assistance in processing this claim.

Sincerely,

Sheryl Kauppi
Benefits Coordinator
MEP Services
Office: 810-632-6863
Cell Phone: 810-599-5801

MEP SERVICES INCIDENT REPORT

INJURY LOCATION:

Name: _____ Phone: _____

Address: _____

NAME OF PERSON INVOLVED: _____

DATE OF OCCURRENCE: _____

WHAT WAS THE EMPLOYEE DOING JUST BEFORE THE INCIDENT OCCURED:

HOW DID INJURY OCCUR:

NATURE OF INJURY, PART OF BODY AFFECTED:

WHAT OBJECT DIRECTLY HARMED THE EMPLOYEE:

WAS MEDICAL TREATMENT RECEIVED? ____ YES ____ NO EXPECTED? ____ YES ____ NO

TIME OF EVENT: _____

PART OF BODY DIRECTLY AFFECTED BY INJURY OF ILLNESS: _____

WAS EMPLOYEE TREATED IN AN EMERGENCY ROOM: ____ YES ____ NO

WAS EMPLOYEE HOSPITALIZED OVER NIGHT AS AN IN-PATIENT? ____ YES ____ NO

WHERE WAS TREATMENT GIVEN? _____

LAST DAY WORKED: _____ DATE RETURNED TO WORK: _____

Concentra Location Search Results

Showing 22 locations in Michigan

1. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

17500 Federal Dr
Ste. 750

Allen Park, MI 48101

Phone: (313) 982-1370

Fax: (313) 982-1376

After-hours: (734) 425-4600

Hours of Operation

Urgent Care

8:00 am - 5:00 pm (Mon. - Fri.)

Occupational Medicine

8:00 am - 5:00 pm (Mon. - Fri.)

2. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

3131 S State St

Ann Arbor, MI 48108

Phone: (734) 213-6285

Fax: (734) 213-6482

Hours of Operation

Urgent Care

8:00 am - 5:00 pm (Mon. - Fri.)

Occupational Medicine

8:00 am - 6:00 pm (Mon. - Fri.)

3. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

7960 Grand River Rd
Ste. 100

Brighton, MI 48114

Phone: (810) 225-9800

Fax: (810) 225-9807

Hours of Operation

Urgent Care

7:30 am - 5:30 pm (Mon. - Fri.)

Occupational Medicine

7:30 am - 5:30 pm (Mon. - Fri.)

4. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

50110 Gratiot Ave

Chesterfield, MI 48051

Phone: (586) 949-6336

Fax: (586) 949-0206

After-hours: (586) 949-6336

Hours of Operation

Urgent Care

7:00 am - 7:00 pm (Mon. - Fri.)

8:00 am - 6:00 pm (Sat.)

10:00 am - 6:00 pm (Sun.)

10:00 am - 4:00 pm (holidays)

Occupational Medicine

7:00 am - 7:00 pm (Mon. - Fri.)

8:00 am - 4:00 pm (Sat.)

5. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

2151 E Jefferson Ave

Detroit, MI 48207

Phone: (313) 259-7990

Fax: (313) 259-7294

After-hours: (313) 259-7990

Hours of Operation*Urgent Care*

24 hours / 7 days

Occupational Medicine

24 hours / 7 days

6. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

33089 Groesbeck Hwy

Fraser, MI 48026

Phone: (586) 296-2800

Fax: (586) 296-6190

After-hours: (586) 296-2800

Hours of Operation*Urgent Care*

7:00 am - 11:00 pm (Mon. - Fri.)

8:00 am - 6:00 pm (Sat.)

10:00 am - 6:00 pm (Sun.)

10:00 am - 4:00 pm (holidays)

Occupational Medicine

24 hours / 7 days

7. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

436 44th St SE

Ste. A

Kentwood, MI 49548

Phone: (616) 531-9750

Fax: (616) 531-9710

After-hours: (616) 531-9750

Hours of Operation*Urgent Care*

7:00 am - 10:30 pm (Mon. - Fri.)

8:00 am - 4:00 pm (Sat.)

Occupational Medicine

24 hours / 7 days

8. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

1115 S Pennsylvania Ave

Ste. 101

Lansing, MI 48912

Phone: (517) 346-4700

Fax: (517) 346-4855

After-hours: (517) 346-4700

Hours of Operation*Urgent Care*

7:00 am - 11:00 pm (Mon. - Fri.)

Occupational Medicine

7:00 am - 11:00 pm (Mon. - Fri.)

9. Advanced Medical Specialists

34087 Plymouth Road
Livonia, MI 48150
Phone: (734) 458-8369
Fax: (734) 458-8659

Hours of Operation
Advanced Medical Specialists
8:00 am - 5:00 pm (Mon. - Fri.)

10. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

28196 Schoolcraft Rd
Livonia, MI 48150
Phone: (734) 425-4600
Fax: (734) 425-1185
After-hours: (734) 425-4600

Hours of Operation
Urgent Care
24 hours / 7 days
Occupational Medicine
24 hours / 7 days

11. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

34095 Plymouth Rd
Livonia, MI 48150
Phone: (734) 513-2000
Fax: (734) 513-7263
After-hours: (734) 458-8369

Hours of Operation
Urgent Care
8:00 am - 5:00 pm (Mon. - Fri.)
Occupational Medicine
8:00 am - 5:00 pm (Mon. - Fri.)

12. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

40000 Grand River Ave
Ste. 105
Novi, MI 48375
Phone: (248) 478-1616
Fax: (248) 478-9450
After-hours: (248) 478-1616

Hours of Operation
Urgent Care
7:00 am - 11:00 pm (Mon. - Fri.)
8:00 am - 4:00 pm (Sat.)
Occupational Medicine
7:00 am - 11:00 pm (Mon. - Fri.)
8:00 am - 4:00 pm (Sat.)

13. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

1915 N Perry St
Pontiac, MI 48340
Phone: (248) 276-3999
Fax: (248) 276-3998
After-hours: (248) 276-3999

Hours of Operation
Urgent Care
11:00 am - 9:00 pm (Mon. - Fri.)
8:00 am - 6:00 pm (Sat. - Sun.)
10:00 am - 4:00 pm (holidays)
Occupational Medicine
24 hours / 7 days

14. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

11700 Metro Airport Center Dr
Ste. 104
Romulus, MI 48174
Phone: (734) 955-7000
Fax: (734) 955-7006
After-hours: (734) 955-7000

Hours of Operation
Urgent Care
24 hours / 7 days
Occupational Medicine
24 hours / 7 days

15. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

29750 Ecorse Road
Romulus, MI 48174
Phone: (734) 326-1374
Fax: (734) 326-1433
After-hours: (734) 955-7000

Hours of Operation
Urgent Care
8:00 am - 5:00 pm (Mon. - Fri.)
Occupational Medicine
8:00 am - 5:00 pm (Mon. - Fri.)

16. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

26185 Greenfield Rd
Southfield, MI 48075
Phone: (248) 569-2040
Fax: (248) 569-2048
After-hours: (734) 425-4600

Hours of Operation
Urgent Care
8:00 am - 7:00 pm (Mon. - Fri.)
10:00 am - 6:00 pm (Sat. - Sun.)
10:00 am - 4:00 pm (holidays)
Occupational Medicine
8:00 am - 5:00 pm (Mon. - Fri.)

17. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

40732 Van Dyke Rd
Sterling Heights, MI 48313
Phone: (586) 977-1510
Fax: (586) 977-3261
After-hours: (586) 977-1510

Hours of Operation*Urgent Care*

11:00 am - 9:00 pm (Mon. - Fri.)
8:00 am - 6:00 pm (Sat.)
10:00 am - 6:00 pm (Sun.)
10:00 am - 4:00 pm (holidays)

Occupational Medicine

7:00 am - 11:00 pm (Mon. - Fri.)
8:00 am - 4:00 pm (Sat.)

18. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

21107 Eureka Rd
Taylor, MI 48180
Phone: (734) 287-3415
Fax: (734) 287-4213
After-hours: (735) 955-7000

Hours of Operation*Urgent Care*

7:00 am - 11:00 pm (Mon. - Fri.)
8:00 am - 4:00 pm (Sat.)

Occupational Medicine

7:00 am - 11:00 pm (Mon. - Fri.)
8:00 am - 4:00 pm (Sat.)

19. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

627 E Maple Rd
Ste. 200
Troy, MI 48083
Phone: (248) 524-1912
Fax: (248) 524-3901
After-hours: (248) 276-3999

Hours of Operation*Urgent Care*

11:00 am - 9:00 pm (Mon. - Fri.)
8:00 am - 6:00 pm (Sat.)
10:00 am - 6:00 pm (Sun.)
10:00 am - 4:00 pm (holidays)

Occupational Medicine

7:00 am - 11:00 pm (Mon. - Fri.)
8:00 am - 4:00 pm (Sat.)

20. Medical Center with Urgent Care

Treats Urgent Care patients 18 years and older.

933 3 Mile Rd NW
Ste. 110
Walker, MI 49544
Phone: (616) 785-2619
Fax: (616) 785-2623

Hours of Operation*Urgent Care*

8:00 am - 5:00 pm (Mon. - Fri.)

Occupational Medicine

8:00 am - 5:00 pm (Mon. - Fri.)

21. Advanced Medical Specialists

14061 13 Mile Road
Ste. 1
Warren, MI 48088
Phone: (586) 294-7077
Fax: (586) 294-7144

Hours of Operation

Advanced Medical Specialists
8:00 am - 5:00 pm (Mon. - Fri.)

22. Medical Center with Urgent Care

Treats Urgent Care patients 6 months and older.

11569 E 12 Mile Rd
Warren, MI 48093
Phone: (586) 582-0018
Fax: (586) 582-0108
After-hours: (586) 582-0018

Hours of Operation

Urgent Care
11:00 am - 9:00 pm (Mon. - Fri.)
8:00 am - 6:00 pm (Sat.)
10:00 am - 6:00 pm (Sun.)
10:00 am - 4:00 pm (holidays)

Occupational Medicine

7:00 am - 11:00 pm (Mon. - Fri.)
8:00 am - 4:00 pm (Sat.)
