

Manpower On-the-Job Accident Procedures

What to do if an injury occurs:

- **Report the injury** to your immediate on-site supervisor.
- **If the injury is an emergency:** dial 911 or go to the nearest hospital.
- If you have a **non-emergency injury**, call your Manpower Staffing Specialist between 8 am and 5 pm for medical treatment instructions and to complete the First Report of Injury required by OSHA.
- Effective 3/1/05, Manpower's Policy requires **post-accident drug & alcohol testing** for all recordable, work-related injuries, and/or accidents resulting in damages of \$1,000 or more.

Manpower Offices

Ames Area

515-232-2340/800-993-4203
Sauer On-Site 515-239-6214

Des Moines Area

515-288-6745/800-993-4206
Principal On-Site 515-283-5263

Fort Dodge Area

515-573-5457/800-993-9675

West Des Moines Area

515-223-5911/800-993-4201
Bunn On-Site 641-782-9945

Emergency Injury

Go to one of these locations or the nearest hospital

Ames

Mary Greeley Medical Center
1111 Duff Ave.
515-239-2011

Clarion

Wright Medical Center
215 13th Ave. SW
515-532-2811

Fort Dodge

Trinity Regional Hospital
802 S. Kenyon Rd.
515-573-3101

Des Moines

(all of greater Des Moines area)
Mercy Medical Center
6th Ave. & University Ave.
515-247-3121

Creston

Greater Community Hospital
1700 W. Townline Rd.
641-782-7091

Winterset

Madison County Memorial
Health
300 W. Hutchings St.
515-462-2373

Non-Emergency Injury

If injured on the job before 8 a.m. or after 5 p.m., you may call the appropriate clinic phone number listed below. These number are answered 24 hours a day and will arrange treatment. You will need to identify yourself as a Manpower temporary employee and give your Staffing Specialist's name & location.

Ames

McFarland Clinic: Occupational Medicine Dept.
1215 Duff Ave, 2nd Floor, Ames
Hours: Monday-Friday 8 a.m.-5 p.m.
Phone: 515-239-4496

Clarion

Community Family Practice Clinic
215 13th Ave SW, Clarion
Hours: Monday-Friday 8:30-5:00
Phone: 515-532-2836

Creston

Internal Medicine Consultants, PC
Dr. Thomas Young
Medical Office Building
1700 W Townline, Creston
Hours: Monday-Friday 8:00-5:00
Phone: 641-782-6440

Des Moines

(includes all greater Des Moines areas)
Concentra Medical Centers
2100 Dixon St., Ste. E, Des Moines
Phone: 515-265-1020
11144 Aurora Ave., Urbandale
Phone: 515-278-6868
Hours: Monday-Friday 8 a.m.-5 p.m.

Fort Dodge

Trinity Corp. Health Services
Highland Park Center
821 S. 25th Street, Fort Dodge
Hours: Monday-Friday 8:00-5:00
Phone: 515-574-6810
Trinity Regional Hospital
South Kenyon Road, Fort Dodge
Phone: 515-573-3101