

4123-3-03 Employers' reports of injuries and occupational diseases.

(A) Every employer shall keep a record of all injuries and occupational diseases resulting in seven days or more of total disability or death and shall report them to the bureau of workers' compensation within one week of acquiring knowledge of such injury or death and within one week after acquiring knowledge of the diagnosis or death from the occupational disease as required by section 4123.28 of the Revised Code.

(B) Public employers and employers contributing to the private fund of the state insurance fund shall make such reports on the application for benefits by completing the portion of the form designated for that purpose or on the appropriate form provided by the bureau of workers' compensation.

(C) Self-insuring employers shall use the appropriate form provided by the bureau of workers' compensation to make the report of injury or occupational disease as required by section 4123.28 of the Revised Code, within the prescribed time limits set forth. Reports of death due to injury and occupational disease shall be on the appropriate form.

(D) Self-insuring employers shall make a similar report on the appropriate form in claims for injury, involving seven days or less of lost time, wherein it is apparent that there will be permanent partial disability under division (B) of section 4123.57 of the Revised Code. In such cases involving occupational disease, the report shall be on the appropriate form.

(E) In order to assist in determining whether the claimant is entitled to an extension of the statute of limitations as set forth in section 4123.28 of the Revised Code, the bureau shall maintain a record of all injuries and occupational diseases reported by each employer.

(F) Each employer shall give a copy of each report to the affected employee or the employee's surviving dependents as required by section 4123.28 of the Revised Code.

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