

**Instructions:**  
**Traumatic Event**  
***Officer Craig Tiger Act***  
(A.R.S. §38-672)

1. Traumatic Event Occurs.
2. If an emergency, go to the nearest emergency room.
3. Employee completes Traumatic Event Reporting Form and forwards form to HR.
4. If the employee is also physically injured or wishes to file the Traumatic Event as a workers' compensation claim, the employee needs to call the Securis On-Call Nurse Triage line and both the employee and supervisor must complete the Securis Incident Report Form.
5. A confidential number will be assigned to the event for tracking purposes.
6. HR will meet with the employee to discuss the process and requirements of the program. Because of tracking purposes, regular updates must be provided to HR.
7. If the employee wishes to seek treatment under the Act (with a licensed mental health professional defined by A.R.S. 38-673), there are 3 options: 1) The Employee Assistance Program (EAP), 2) File as a Workers' Compensation Claim, 3) Seek treatment through own provider.

**Option 1:** The employee may seek treatment through a provider coordinated through SupportLinc.

**Option 2:** Employee seeks treatment through a provider that accepts workers' compensation insurance.

**Option 3:** The employee wishes to seek treatment through their own provider. **The provider must agree to accept payment from the employer at rates set by the Industrial Commission of Arizona. The provider must reach out to HR to coordinate the billing process.**