



## Personal Injury Claims: Post Accident Checklist

If you are looking to make a personal injury claim, please read the checklist below, which provides useful advice to assist you in making a claim.

- Take photographs of any physical injuries sustained, and photograph the location of the accident. For example, if you have tripped over uneven paving, photograph the defect and the surrounding location. Use a ruler or other tool to demonstrate the size of the defect. If you were involved in an accident at work, photograph any work equipment or machinery involved. Make a note of the date the photographs were taken.
- Take contact details of any witnesses to your accident.
- If you are involved in an accident at work, or in a shop or other premises, ensure that your injury is recorded in the accident book and reported to the relevant individual.
- If you are assaulted and are looking to make a Criminal Injuries Compensation Claim, report the attack as soon as possible to the police and fully co-operate with the police investigations.
- If you are involved in a road traffic accident where the other party did not stop and/or did not provide you with their details, report your accident to the police within 5 days of the accident.
- Make sure that you attend your GP and/or hospital so that your injuries can be recorded.
- Retain any items damaged in your accident. Additionally, in order to prove your losses resulting from the accident, keep the receipts for any items you purchased to replace any damaged items. Also keep receipts and a record of any other out of pocket expenses, such as travel or medication costs.
- Keep a diary detailing your physical and psychological symptoms, and any difficulties you have been encountering since the accident. Record, for example, if you have difficulties sleeping due to the pain and keep a record of any assistance you are given, whether paid or from family or friends. This could include help with cooking, cleaning, dressing, washing and



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chauffeuring you around. Please keep a note of who provided this, when and for how long.

- If you are interested in pursuing a claim, then please contact us as soon as possible to ensure that you do not lose your right to claim.

### CONTACT:

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