



GALLIEN LAW

Your Free Personal Injury Checklist

Think Like a Lawyer: Your Essential Accident Response Checklist
Protect your rights and build a strong foundation for your
personal injury claim with these attorney-backed steps.

YOU WILL LEARN:

- Immediate Actions to take
- Communication Tips
- Organized Record-Keeping
- Legal Strategies

**GRAB IT
TODAY**



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Prepared by: Attorney
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1. Ensure Safety and Seek Medical Attention

- Move to a safe location, if possible.
- Call 911 and report the accident.
- Wait for investigating officer, provide necessary information, and obtain information needed to obtain report or reference number.
- Request medical assistance for anyone injured.
- Get checked by a medical professional (Urgent care, ER, or and/or Primary Care Physician) within 24 hours, even if you feel fine. Some injuries may not show symptoms immediately.

2. Document the Scene

- Take photos or videos of:
 - The accident scene.
 - Your injuries.
 - Property damage (e.g., vehicles, personal belongings).
 - Weather or road conditions, if applicable.
- Note details such as the time, location, and any potential hazards.

3. Gather and/or Exchange Information

- Collect the following details from all parties involved:
 - Names, phone numbers, and addresses.
 - Insurance information.
 - License plate numbers and vehicle details.
- Gather contact information for all witnesses. Police don't always.

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4. Avoid Admitting Fault

- Be polite but do not apologize or admit fault.
- Stick to the facts when speaking to investigating officer and others at the scene or to insurance representatives.

5. Report the Incident

- Notify your insurance company promptly, but avoid providing a recorded statement until consulting an attorney.

6. Seek Follow-up Medical Treatment:

- Attend all scheduled medical appointments and follow your doctor's recommendations for proper care and recovery.
- Notify your healthcare provider about any new or worsening symptoms promptly.
- Comply with your healthcare provider's treatment recommendations and prescribed medications.

7. Keep Records

- Save copies of all medical records, bills, and treatment plans.
- Track missed workdays and any other costs related to the accident.
- Record any pain, emotional distress, or lifestyle changes caused by the injury in a journal.

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7. Don't Sign Anything Without Legal Advice

- Avoid signing documents from the insurance company or the opposing party before consulting with an attorney.
- Be cautious: documents may contain settlement agreements or admissions of fault, even if that is not your intent.
- Always have an attorney review any paperwork.

8. Limit Social Media Activity

- Avoid posting about the accident or your injuries on social media.
- Insurance companies or opposing parties may use your posts against you.

9. Be Aware of Deadlines

- Know the statute of limitations for filing a personal injury claim (2 years in Louisiana).
- Consult an attorney promptly to ensure you don't miss critical deadlines.

10. Be Honest

- Provide accurate and truthful information to your medical providers and legal team.
- Inconsistencies can harm your credibility and your case.

11. Schedule a Free Legal Consultation

- Consult an experienced personal injury attorney to review your case and discuss your options.