

Personal Injury Claim Checklist



Your Step-by-Step Guide to Building a Strong Personal Injury Case in Arizona

STEP 1: Get Immediate Medical Attention	<input type="checkbox"/> Seek emergency care or visit a doctor ASAP.
	<input type="checkbox"/> Follow all treatment plans and attend follow-ups.
	<input type="checkbox"/> Ask for copies of diagnoses, imaging, and prescriptions.
	<input type="checkbox"/> Start a pain journal to document symptoms and impact on daily life.

**Tip: Even if you don't feel hurt, symptoms can appear later. Early documentation is crucial.*

STEP 2: Preserve the Evidence	<input type="checkbox"/> Take photos of the accident scene, visible injuries, and any hazards.
	<input type="checkbox"/> Save physical evidence (damaged clothing, objects involved).
	<input type="checkbox"/> Get contact info for witnesses and first responders.
	<input type="checkbox"/> Request police or incident reports when applicable.

**Tip: Use your smartphone to take photos or video as soon as possible.*

STEP 3: Keep Detailed Records	<input type="checkbox"/> Store all medical records and bills in one place.
	<input type="checkbox"/> Track all appointments, treatments, and out-of-pocket expenses.
	<input type="checkbox"/> Record lost income due to missed work.
	<input type="checkbox"/> Save correspondence from insurance companies or involved parties.

**Tip: Create a folder (digital or physical) dedicated to your case.*

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<p>STEP 4: Be Cautious with Insurance</p>	<input type="checkbox"/> Notify your insurer of the incident (but avoid detailed statements).
	<input type="checkbox"/> Don't accept any settlement offers without legal review.
	<input type="checkbox"/> Never sign releases or waivers too early.
	<input type="checkbox"/> Let your attorney handle most communications with adjusters.

**Tip: Insurance companies are not on your side - speak to an attorney first.*

<p>STEP 5: Know the Legal Deadlines</p>	<p>Arizona Statute of Limitations: You typically have 2 years from the date of injury to file a claim.</p>
	<p>Government claims may have shorter deadlines (180 days to file a notice of claim).</p>

**Tip: Don't wait - evidence and memories fade fast. Contact an attorney early.*

<p>STEP 6: Understand the Settlement Process</p>	Most claims settle before trial.
	Your attorney will negotiate with the insurer for a fair outcome.
	If no agreement is reached, your case may go to court.
	<p>You may be eligible for compensation including:</p> <ul style="list-style-type: none"> • Medical bills • Lost wages • Pain and suffering • Future care needs

**Tip: A well-documented case increases your chances of a favorable settlement.*



Contact Us Anytime:

Call us today at **(480) 806-1572** to schedule a consultation.

Visit TheValleyLawGroup.com to Schedule a Free Case Evaluation

BONUS:
Personal Injury Claim Organizer
 (Use This Space to Stay Organized)

ITEM	DATE	NOTES
Date of Injury		
Medical Provider(s)		
Date of First Treatment		
Follow-Up Appointments		
More Follow-Up Appointments		
More Follow-Up Appointments		
Police or Incident Report Obtained		
Witnesses Contacted		
More Witnesses Contacted		
More Witnesses Contacted		
Insurance Notified		
Evidence Collected		
More Evidence Collected		
More Evidence Collected		
More Evidence Collected		
Attorney Contacted		
Claim Filed		

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Call us today at **(480) 806-1572** for a free consultation
 Visit TheValleyLawGroup.com to Schedule online