

Personal Injury Legal Checklist & Preparation Guide

Immediate Actions After an Injury

- Seek medical attention immediately.
- Call emergency services if needed.
- Report the incident to authorities or property owners.
- Take photos/videos of the scene and injuries.
- Collect witness contact information.
- Do not admit fault or provide recorded statements.

Medical Documentation

- Emergency room and doctor visit records.
- Diagnostic test results (X-rays, MRIs, CT scans).
- Prescriptions and treatment plans.
- Physical therapy and rehabilitation records.
- Medical bills and receipts.

Evidence Preservation

- Incident or police reports.
- Surveillance or dashcam footage.
- Photos of injuries over time.
- Damaged clothing or equipment.
- Maintenance or inspection records.

Insurance & Communication

- Record all insurer communications.
- Avoid signing broad medical authorizations.
- Do not accept early settlement offers.
- Keep copies of all letters and emails.

Damages Documentation

- Medical expenses and future care estimates.
- Lost wages and reduced earning capacity.
- Pain, suffering, and emotional distress notes.
- Daily injury impact journal.

Meeting a Lawyer

- Bring all medical and accident documents.
- Prepare a written timeline.
- List questions about fees, timelines, and outcomes.
- Ask about statute of limitations.