

Online Incident Report Form

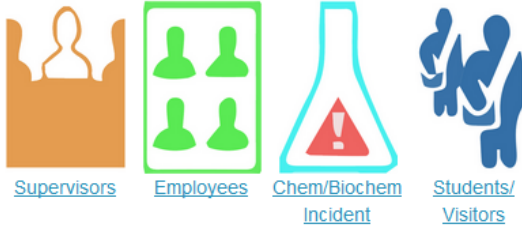
Report a work-related injury, illness, or hazardous material exposure

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Campus funded employees: Notify your supervisor and complete the incident report below.

UC San Diego Health funded employees: Call (619) 543-7877



IMMEDIATELY report all work-related deaths, catastrophes and serious injury* or illness to Workers' Compensation, 858-534-2454. After hours, contact UC San Diego Police 858-534-4357.

Seek Medical Treatment at [UC San Diego COEM](#) or [UC San Diego emergency rooms](#) if needed.

UC San Diego Workers' Compensation Office is required to report serious injury or illness to Cal/OSHA within 8 hours from the time of the incident. Reporting delays can result in Cal/OSHA fines to your department.

*A *serious injury or illness* is one that requires inpatient hospitalization, or in which an employee suffers a loss of any member of the body or suffers any serious degree of permanent disfigurement.

Special reporting instructions for chemistry/biochemistry incidents only:

- Report serious incidents immediately: Call 9-1-1
- Secure access to the incident scene and preserve all evidence for no less than 24 hours.
- Report the incident immediately by [telephone](#) to Environment, Health & Safety.
- Follow procedures below to report the incident to the UC San Diego Workers' Compensation Office.

All employees, follow the steps below when an incident occurs:

+ Expand all

- ▶ 1. Notify your supervisor.
- ▶ 2. Report the incident.
- ▶ 3. Get medical treatment at UCSD COEM or UCSD ERs if needed.
- ▶ 4. File a workers' compensation claim.

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For more information, campus-funded employees, call (858) 822-2979 or 534-4785 and UCSD Medical Center-funded employees, call (619) 543-7877.

Visit blink.ucsd.edu/safety/occupational/reporting.html and select your position type (supervisor, employee, or student) to submit an electronic, editable incident form.