

IF YOU **SEE** SOMETHING
SAY SOMETHING
DO SOMETHING

Accidents and injuries

1. Prevent injuries and illness.

If you see something unsafe, say something, by filling out an unsafe condition report.

2. Report on-the-job injuries as soon as practical.

- Report any injury or illness such as pulled or strained muscles, lacerations, nausea from inhaling fumes, skin irritation from chemical contact, debris in eyes, etc.
- Notify your supervisor if you are injured or become ill due to work-related activities.

3. Required form when first aid used or no treatment needed.

- UAF accident/incident report (within 8 hours of injury)

4. Required forms when accident results in unconsciousness or requires medical attention.

- UAF accident/incident report (within 8 hours of injury)
- Employee Report of Occupational Injury or Illness (employee)
- Employer Report of Occupational Injury or Illness (supervisor)
- Injury/illness reports due within 10 days

5. Report hospitalization or fatality immediately.

- Report immediately to EHSRM at 474-5413; after hours, 474-7721.
- Complete all required forms for injuries requiring medical attention.

www.uaf.edu/safety/



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