



DIVISION	ADOPTION DATE
XII Risk Management and Environmental Health and Safety	04/2017
POLICY NAME	REVISIONS
12.03.00 Emergency Medical/Personal Injury	Reviewed: 08/2018, 11/2021

12.03.00 EMERGENCY MEDICAL/PERSONAL INJURY

The purpose of this policy is to ensure that accidents and injuries, especially those of a serious nature, are thoroughly investigated to:

- Ensure that all accident/injury claims are supported by facts and thus minimize the liability exposure of the College
- Determine actions to be taken to prevent future accidents/injuries of a similar nature, including safety related training or needed repairs etc.
- Provide a safe environment for students, employees and visitors.

It is the policy of the College that all accidents and injuries occurring on College property or involving College employees and/or students who are involved in off-campus College-related business or activities be reported to and investigated by the appropriate College department(s) in a timely manner.

Accidents and injuries shall be reported as per Institutional Procedure 12.03.00.00 Emergency Medical/Personal Injury. Employees who are injured or who supervise an injured person shall comply with said procedure and call Campus Police to report the injury.