

STATE UNIVERSITY OF NEW YORK
REPORT OF ACCIDENT OR INJURY
(OTHER THAN A MOTOR VEHICLE ACCIDENT)

CS-13
 C2128-681

To be completed by Safety Supervisor
 4. File ID: _____ Year _____ No. _____ Sequence _____

1. Campus: 28 _____	2. Date and time of accident: Mo. _____ Day _____ Year _____ Time _____	3. Date of report: Mo. _____ Day _____ Year _____	
5. Did accident involve personal injury: A) Yes B) No		6. Victim status: A) Student C) Patrol Officer E) Patient G) Visitor B) Faculty/Staff D) FSA F) Vendor H) Other (specify _____)	

7. Name of office/department where employee is regularly assigned: _____

8. Sex: A) Female B) Male	9. Date of birth: Mo. _____ Day _____ Year _____	10. Name of victim (PRINT LAST NAME, FIRST, MIDDLE) _____ Local address: _____ Tel: _____ Home Address: _____ Tel: _____
11. Marital status: A) Single C) Separated E) Unknown B) Married D) Divorced		12. Social Security Number: _____
13. Job title and grade: _____		
14. Employment date: Mo. _____ Day _____ Year _____	15. Was victim in authorized area: A) yes B) No C) Unknown	

16. Reporter of accident: A) Faculty/Staff B) Victim C) Other (specify _____)	17. Name of reporter of accident: (PRINT LAST NAME, FIRST, MIDDLE) _____ Address: _____ Tel: _____
18. General area of occurrence: A) Dorm B) Dining hall C) Student union D) Academic E) Gym F) Admin. G) Maint. Bldg. H) Road I) Parking Lot J) Grounds K) Hospital L) Other _____	
19. Specific area of occurrence: Room: _____	

20. If physical injury, part of body injured: (ONE ONLY, MOST SERIOUS) A) Abdomen F) Elbow K) Hand P) Lip U) Teeth Z) Other (specify _____) B) Ankle G) Eye L) Head Q) Neck V) Thigh C) Arm H) Face M) Hip R) Nose W) Toes D) Back I) Finger N) Knee S) Shoulder X) Trunk E) Chest J) Foot O) Leg T) Spine Y) Wrist	21. If physical injury, type of injury: (SELECT ONE ONLY) A) Abrasion F) Concussion K) Puncture P) Other (specify _____) B) Amputation G) Cut L) Swelling C) Bruise H) Dislocation M) Tooth (broken) D) Burn I) Fracture N) Sprain E) Burn (chem.) J) Laceration O) Strain
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22. If physical injury, extent: A) Fatal B) Major C) Minor	23. If physical injury, nature: A) Temporary B) Permanent	24. Accident A) Athletic C) Job related B) Academic D) Other _____
25. Were safeguards provided: A) Yes B) No		26. Were safeguards in use: A) Yes B) No

27. Are there witnesses: (List in narrative) A) Yes B) No	28. Medical assistance rendered: A) First aid by staff B) Infirmary C) Hospital D) Ambulance E) Other _____		
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29. Name and address of physician: _____ _____	30. Name and address of hospital: _____ _____
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31. Has employee returned to work: A) yes B) No If yes, date: Mo. _____ Day _____ Year _____	32. Employee have restricted duties: A) Yes B) No
33. Supervisor notified: A) Yes B) No Date and time: Mo. _____ Day _____ Year _____ Time _____	34. Name of Supervisor: _____

NARRATIVE: (Only give a brief description of who, what, when, where, how, etc.) List witnesses names and addresses.

Report completed by:	Title:	Date:
Safety Supervisor's signature:	Title:	Date: