

SafetyNet #121 - Reporting Work-related Fatalities and Serious Injuries or Illnesses



UC DAVIS ENVIRONMENTAL HEALTH AND SAFETY • 2-1493

In addition to normal [occupational injury reporting requirements](#), Cal/OSHA regulations require every employer to report any serious injury/illness or death of an employee occurring in a place of employment or in connection with any employment immediately (by telephone) to the nearest Cal/OSHA office. In order to assist campus departments, Environmental Health and Safety (EH&S) performs this reporting after consulting with the supervisor or department representative of the employee. During normal business hours contact EH&S at **(530)752-1493** to report any serious injury/illness or death of an employee. Outside of normal business hours call the UC Police/Fire Dispatch Center at **(530)752-1230** who will in-turn contact an Environmental Health & Safety representative. The EH&S representative will contact the supervisor or department representative of the employee to collect the reporting information.

Cal/OSHA defines “Immediately” to mean as soon as practically possible but not longer than 8 hours after the employer knows or with diligent inquiry would have known of the death or serious injury or illness. If the employer can demonstrate that exigent circumstances exist, the time frame for the report may be made no longer than 24 hours after the incident. **Cal/OSHA may assess a fine of up to \$5000.00 if a qualifying injury is not reported within the stated 8 hour time period.**

Cal/OSHA further defines "Serious injury or illness" to mean any injury or illness occurring in a place of employment or in connection with any employment which requires inpatient hospitalization for a period in excess of 24 hours for other than medical observation or in which an employee suffers a loss of any member of the body or suffers any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway.

When calling EH&S, you will need the following information, if available:

1. Time and date of accident.
2. Employer's name, address and telephone number.
3. Name and job title, or badge number of person reporting the accident.
4. Address of site of accident or event.
5. Name of person to contact at site of accident.
6. Name and address of injured employee(s).
7. Nature of injury.
8. Location where injured employee(s) was (were) moved to.
9. List and identity of other law enforcement agencies present at the site of accident.
10. Description of accident and whether the accident scene or instrumentality has been altered.

For additional information contact EH&S at 530-752-1493, or ehsdesk@ucdavis.edu.

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