

## Injuries – What to Do

- 1) Take care of the injured person first
  - a. Call 911 if it is an emergency
  - b. Contact EH&S for serious injury or illness  
<http://safetyservices.ucdavis.edu/article/injury-reporting-procedure>
  - c. Assist the injured person with Band-Aids, cleaning the wound, or any other help they want. If they want or need to see a medical professional, the supervisor or other responsible party should take them to:
  - d. Injured students go to the Student Health and Wellness Center, 930 Orchard Rd (corner of Orchard and La Rue) M,T,TH,F 8-5 W 9-5, closed 21-1 daily
  - e. Injured employees, paid students and volunteers go to Occupational Health Services in Cowell Hall, on the corner of California Ave and Beckett Hall Circle (across from the intramural athletic field) M, T, Th, F 8 -5:30, W 9 – 5:30, closed at 5 during summer session and school breaks.
  - f. After hours or if Occ Health is closed : Davis Urgent care, 4515 Fermi Place, Suite 105, Davis, Ca 95618 (530) 759-9110, hours: 9am-9pm 365 days a year. If Davis urgent Care is closed, do to Sutter Davis Hospital Emergency Room, 2020 Sutter Place in Davis 530-750-5830

2) **For employees, volunteers and paid students:** Start an Electronic First Report (EFR) **{for students who are not paid, i.e. in a class, see 2.1 below}**

- a. This can be initiated by the injured person, the supervisor, or other person.
- b. <http://ehs.ucop.edu/efr>
- c. **This must be done within 24 hours, except in the case of serious injury or death which must be reported to CAL/OSHA within 8 hours.**
  - i. During normal business hours contact EH & S at (530) 752-1493 to report any serious injury or death. After hours contact UC Police/Fire Dispatch center at (530) – 752-1230.
  - ii. Is it serious? If you are not sure, call EH & S or report it anyway. If it turns out to be not serious, CAL/OSHA will disregard the paperwork.
  - iii. **CAL/OSHA may assess a fine of \$5000 if a qualifying injury is not reported within the stated 8 hour time period.** So don't chance it, report it!
  - iv. 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.

2.1) **For students**: Fill out the “Student’s Report of Injury or Illness – Animal Science”. Give original to your Safety Coordinator, keep a copy for your records.

3) EFR and instructions here : <http://safetyservices.ucdavis.edu/ps/wc/wcr/employers-report>

4) Bites and scratches from rabies susceptible animals must be reported to the county.

- a. Purpose-bred rodents are exempt.
- b. How to report and links to the required form are here:  
<http://safetyservices.ucdavis.edu/ps/a/TRACS/animalBites>
- c. If you are bitten/scratched, DO NOT euthanize or kill the animal. If the animal dies the head (brain) must be tested for rabies. The County of incident will provide guidance for submission of the remains. The remains must be refrigerated and not frozen for the test to yield valid results. If you have any questions please call the County of incident or 530.752.7244 or contact Occupation Health or your Veterinarian for guidance.
- d. Fax a copy of the completed bite report to the campus veterinarian at (530)-754-4350 if the animal was research or teaching animal.