California Health Sciences University
CHSU STUDENT INJURY ON CAMPUS POLICY

If a student experiences an accident or injury on campus, the student should report the incident to
the Safety Director, as identified by the University’s Injury Illness and Prevention Program, and
the student’s college-specific Student Services office immediately, and no later than 24 hours after
the occurrence. If the University is closed, the incident should be reported the next business day.
A member of the Facilities Department will complete an accident/injury report and forward to the
Business Department and legal counsel.

A preliminary review, if warranted, will gather additional detailed information while it is fresh and
accurate in the minds of those involved or who may have witnessed the incident. The Safety
Director will assess the situation and details provided. Should there be any corrective action
needed to prevent further future incidents, the Safety Director will develop and implement the
correction action.

Data and statistics from all incident reports will be collected, analyzed and presented to the
University Health and Safety Committee for review. This information will assist that committee
in determining whether additional intervention is needed.

Reportable events may include, but are not limited, to the following:

- Any injury to a student occurring on University premises or in connection with University
  business.
- A condition presenting a safety hazard.
- Damage to University property.

Policy Owner: AVP of Operations
Effective Date: 8/14/2018
Approval by President Date: 8/14/2018
Approval by Provost Date: 8/14/2018