UCSD ACCIDENT INVESTIGATION REPORT

In accordance with the UCSD Injury & Illness Prevention Program (IIPP), supervisors are responsible for investigating all injuries sustained by employees working under their direction.

Department___________________________Investigation Date___________

Person Conducting Investigation/Phone______________________________

Date of Accident/Injury/Illness_____________________________________

Name of Injured Employee/Phone___________________________________

Describe the Injury/Illness_________________________________________

Location of Incident_______________________________________________

Describe what happened___________________________________________

_______________________________________________________________

Names/Phones of Witnesses________________________________________

What Workplace Condition/Practice/Equipment contributed to the incident?

What Corrective Actions have been taken to Prevent Re-occurrence?____

What Additional Actions are still needed to Prevent Re-occurrence? (consider training, personal protective equipment, and written procedures)

Person Responsible for Corrective Actions___________________________

Date Corrective Actions were implemented___________________________

Signature of Person Investigating this Incident________________________