STUDENT

➢ Ensure they receive medical attention

➢ Call 911 to summons Rural Metro or UT Police at 974-3114 if the accident is serious. An ambulance will be dispatched to transport the injured student to a hospital

➢ For non-serious injuries or illness the student can be treated at or by:
  a. Student Health Mon.-Fri., 8AM and 4:30PM except Wed., which is 9AM to 4:30PM.
  b. UT Medical Center Emergency Room.
  c. Their medical provider.

The injured/ill student may be transported by self, acquaintance, or ambulance.

A Report of Occurrence form should be completed and submitted to the Risk Management Office (865-974-5409) form can be found at http://riskmanagement.tennessee.edu

Information on Student Health Insurance can be found by contacting Student Health at 865-974-3135 or the website: http://studenthealth.utk.edu/insrec_studentinsurance.php
THE UNIVERSITY OF TENNESSEE
REPORT OF AN OCCURRENCE*

Not to be used for healthcare incidents, automobile accidents, or worker’s compensation claim reporting

(Campus or Facility) (Date of Occurrence) (Time of Occurrence) (Date of Report)

Type of Occurrence
You must select at least one below:

[ ] Injury [ ] Property [ ] Security
[ ] Unsafe Condition [ ] Other (Explain) ______________________

Description of Occurrence (Use Separate Page if Necessary)

Persons Injured:

(Name) Relationship (Street Address, City, State, Zip) (Telephone) (Email Address)

Medical Treatment Required: [ ] No [ ] Yes Where

Property Damaged (Description – Damage):

Occurrence Reported to: [ ] UT Campus Police [ ] Local Police [ ] Other

Other Comments:

Other Information

COMPLETING THIS FORM IS FOR INFORMATIONAL PURPOSES ONLY AND DOES NOT MEAN A CLAIM HAS BEEN FILED. TO FILE A CLAIM, CONTACT THE UT OFFICE OF RISK MANAGEMENT AT 865-974-5409. THANK YOU.

Person Making Report ___________________________ Address ___________________________ Telephone ___________________________ Email Address ___________________________

*Occurrence: The event or condition that could or did cause injury or property damage.