

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

Entered _____
PF _____
CF _____

Space Reserved for Risk Mgmt.

(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) _____

Exact Location of Occurrence

Description of Occurrence (Use Separate Page if Necessary)

Persons Injured:

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

Complete
if Injury
and/or
Property
Damage

Medical Treatment Required : No Yes Where

Property Damaged (Description – Damage):

Other
Information

Occurrence Reported to: UT Campus Police Local Police Other

Other Comments:

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.