

Teaching laboratory Accident/Incident Report

Use this form to report injuries, accidents, fire, or other serious incidents that have occurred during a teaching laboratory. If a fire extinguisher is used, the incident must be reported to the office of Environmental Health and Safety (212 854-8749)

INSTRUCTOR'S REPORT

Date of Incident: _____ Time: _____

Course Number: _____

Instructor's Name: _____

Name of student(s) involved in incident (provide UNIs)

Title of experiment being done at the time the incident occurred:

Description of Incident:

Where did the Incident Occur?

Actions Taken (circle all that apply):

a)First Aid (e.g., wash, burn ointment, band-aid, eyewash, shower, other (describe)

b)Treatment (e.g., student sent to Health Services, called CAVA, sent to ER. Provide name of accompanying person (if any)

c) spill kit used (Contact EHS, 854-8749 for replacement)

Instructor's Signature : _____

This page is to be filled out by the instructor after he/she interviews the students. The students must read and sign the statements below.

INJURED STUDENT'S REPORT

1. Did you attend safety training at the beginning of the lab period? YES___ NO___
2. Did the instructor inform you about the hazards of the experiment? YES___ NO___
3. Were you wearing Personal Protective Equipment? YES___ NO___
___ Lab Coat ___ Goggles ___ Latex gloves ___ Neoprene gloves
4. Was the experiment performed with adequate ventilation? YES___ NO___
___ fumehood ___ canopy hood
5. If the experiment was performed in a fumehood, was the sash at the proper height as specified for the experiment being done? YES___ NO___
6. Did you read the material related to the experiment concerning safety and hazards ? YES___ NO___

Signature of Student _____

WITNESSING STUDENT'S REPORT (IF APPLICABLE)

1. Did you attend safety training at the beginning of the lab period? YES___ NO___
2. Did the instructor inform you about the hazards of the experiment? YES___ NO___
3. Were you wearing Personal Protective Equipment? YES___ NO___
___ Lab Coat ___ Goggles ___ Latex gloves ___ Neoprene gloves
4. Was the experiment performed with adequate ventilation? YES___ NO___
___ fumehood ___ canopy hood
5. If the experiment was performed in a fumehood, was the sash at the proper height as specified for the experiment being done? YES___ NO___
6. Did you read the material related to the experiment concerning safety and hazards ? YES___ NO___

Signature of Student _____