

NORTHERN KENTUCKY UNIVERSITY ACCIDENT/INCIDENT REPORTING

WHEN AN INJURY OCCURS:

1 RESPOND

Obtain First Aid Immediately

- For Emergency Medical Services
Dial 911
- For Non-Emergencies Contact Health Services
Dial (859) 572-5650 to schedule an appointment
University Center 440

Secure the Scene



2 REPORT

Inform Your Supervisor Immediately

- For a serious injury call Safety and Emergency Management 24/7
Dial (859) 572-6528

Submit an Accident/Incident Report within 24 Hours

- <https://inside.nku.edu/safety/reporting.html>



3 REVIEW

Review Incident to Determine Causes

Take Corrective Action to Prevent Further Incidence

- Consult Human Resources (859) 572-7556 and/or Safety and Emergency Management for Assistance (859) 572-6528



If you feel an unsafe condition could pose possible harm to others, inform your supervisor or call Safety and Emergency Management at (859) 572-6528.

Report a hazard anonymously at <https://inside.nku.edu/safety/reporting.html>.