Accidents and Injuries - Students

Effective: Moved to Policy Library from UPM 2.5(1)
Contact: Risk Management

Introduction

This policy provides reporting requirements for accidents and injuries sustained by students while in academic classes or events sponsored by Iowa State University.

Policy Statement

Reporting

All accidents and injuries sustained by Iowa State University students while in academic classes or events sponsored by the university must be reported to Risk Management by the student and a university representative using the Student Accident Report Form.

A copy of the form and supporting documentation pertaining to the incident are to be kept confidentially in the sponsoring department for future reference. This documentation will assist the university in taking appropriate steps or corrective measures to eliminate hazards that may be connected with university activities.

In addition to completing the Student Accident Report Form, incidents that involve hospitalization or death of a student must be reported by the department or event representative to Risk Management within 8 hours. Incidents occurring after regular business hours must be reported to the Department of Public Safety. Additional assistance is also available from the Dean of Students Office.

Emergency Medical Assistance

Dial 911 to reach the Department of Public Safety dispatcher and direct the dispatcher to send an ambulance in life threatening situations (respiratory difficulty, chest pain, profuse bleeding and unresponsiveness). The Department of Public Safety may also be contacted to provide or arrange transportation to the Student Health Center or the Mary Greeley Emergency Department.

Non-urgent Medical Services

The Student Health Center is available on campus to provide non-urgent medical services for students. Calls to the Student Health Center during regular business hours are answered by a registered nurse. After regular business hours, First Nurse, an advice line manned 24 hours a day by a registered nurse, answers calls to the Student Health Center telephone number.

Charges

Charges for services rendered are the responsibility of the individual student, either personally or through a health insurance program. Questions regarding university liability should be directed to Risk Management. Risk Management will coordinate reimbursements that are deemed appropriate.

Work-Related

Students who sustain injury in the course of and arising out of their employment with ISU should fill out the online First Report of Injury form.
Resources

- Dean of Students Office
- Department of Public Safety
- First Report of Injury
- Risk Management
- Student Incident Report Form
- Student Health Center
- Student Health Center Contact Information