

## Reporting Work-related Fatalities and Serious Injuries or Illness

SafetyNet #121

Revised: 4/2/2020

### A. Summary

Cal/OSHA regulations require every employer to immediately report any serious employee injury, illness, or death in connection with any employment-related task, by telephone, to the nearest Cal/OSHA office. This is in addition to normal [occupational injury reporting requirements](#).

Cal/OSHA defines "serious injury or illness" to mean any injury or illness occurring in a place of employment, or in connection with employment, which requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness, or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.

Cal/OSHA also defines "immediately" to mean as soon as practically possible, but no longer than 8 hours after the employer knows, or with diligent inquiry, would have known of the death or serious injury or illness. If the employer can demonstrate that exigent circumstances exist, then the time frame for the report may be made no longer than 24 hours after the incident.

### B. Environmental Health & Safety Responsibilities

Environmental Health and Safety (EH&S) performs the reporting to CalOSHA after consulting with the supervisor, or department representative, of the employee. Further, EH&S reports all employee inpatient hospitalizations to CalOSHA and will not attempt to determine whether the hospitalization is only for "medical observation or diagnostic testing." Contact EH&S at (530) 752-1493 during normal business hours to report any serious injury/illness or death of an employee. Outside of normal business hours, call the UC Davis Police/Fire Dispatch Center at (530) 752-1230. They will contact an EH&S representative, who will contact the supervisor or department representative to collect the reporting information.

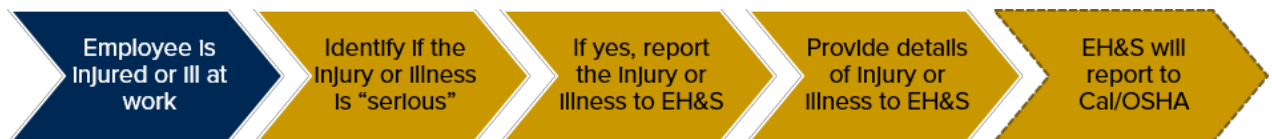
When calling EH&S (during normal business hours) or Dispatch Center (after hours), you will need the following information, if available:

1. Time and date of accident.
2. Employer's name, address and telephone number.
3. Name and job title, or badge number of person reporting the accident.
4. Address of site of accident or event.
5. Name of person to contact at site of accident.

6. Name and address of injured employee(s).
7. Nature of injury.
8. Location where injured employee(s) was (were) moved to.
9. List and identify other law enforcement agencies present at the site of accident.
10. Description of accident and whether the accident scene or instrumentality has been altered.

## C. Department Fines

Failure to provide a timely report to Cal/OSHA can result in a minimum \$5,000 fine. Recent regulatory changes state that a 'repeat' violation fine can be issued to include a five year history, as well as violations occurring at another UC campus (not UC Davis). A repeat violation can also be categorized as Serious and Willful which again can increase the amount of the fine up to \$70,000. When in doubt, call EH&S during normal business hours at 530-752-1493, and after hours to police dispatch at 530-752-1230).



## Contact

### Risk Management Services

[rms@ucdavis.edu](mailto:rms@ucdavis.edu)