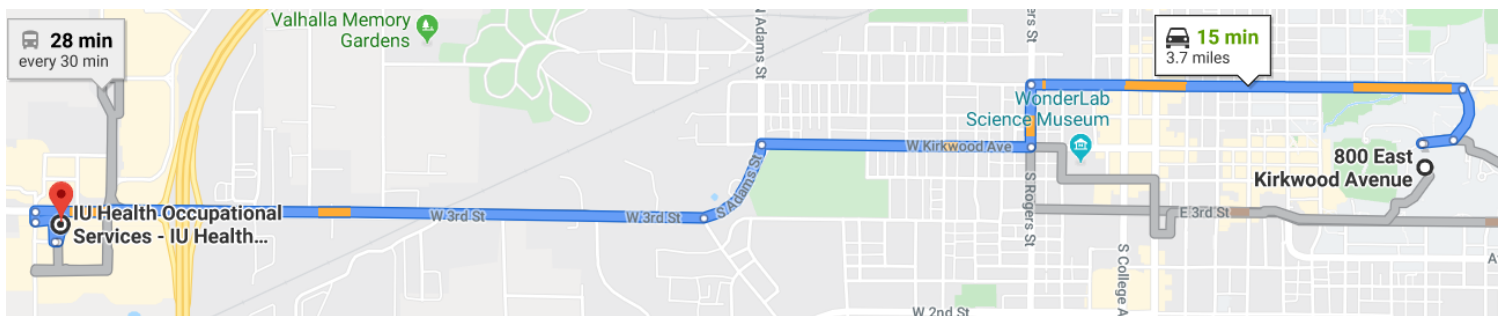


Serious or life-threatening injuries should be handled by calling 911. The paperwork can be filled out after the seriously injured person has been treated.

1. Remove victim from threat of further injury
2. Notify Research Group Leadership if possible
 - a. Inform the PI or alternate safety contact as soon as possible
 - b. Inform group safety officer of the incident
3. Injury Occurs During Regular Business Hours (Mon-Fri, 8am-6pm)
 - a. Inform Department Administration to get Workers Compensation paperwork started
 - i. Jennifer McCloud 812-855-2246 (room 125E)
 - ii. Jonathan Karty 812-855-4619 (room 125F)
 - iii. Ashley Mills 812-855-2994 (room 115C)
 - b. If the injured person requires off-site medical attention, PI or administrator must fill out this form: https://uhrs.sitehost.iu.edu/forms/workers/employer_authorization.html (requires IU login)
 - i. MUST be filled out PRIOR TO GOING TO THE DOCTOR if possible.
 - ii. Take injured person to IU Health Occupational Services at 3443 W. Third St. (hours Mon-Fri 8am – 6 pm), 812-353-3443. (map below)



- c. A colleague may drive the injured person to receive medical care.
4. Injury Occurs After Business Hours
 - a. Call IUPD dispatch 812-855-4111 if a Chemical Spill is involved
 - b. If PI or lab alternate emergency contact is unavailable call:
 - i. Jon Karty (812-855-4619 forwards to his cell)
 - ii. John Morrow (812-856-4937 forwards to his cell)
 - c. The IU Health walk-in clinic at 550 S. Landmark Ave. (hours all days, 7am – 7pm)
 - d. IU Health Urgent Care at 326 S. Woodcrest Dr. (Mon-Fri, 8am-8pm, Sat and Sun 8am-6pm)
 - e. Bloomington Hospital at 601 W. 2nd St. (always open)
5. By the end of the next business day!
 - a. Complete the IU Occupational Injury/Illness form found here. http://hr.iu.edu/workers/occ_form.html
 - b. If a chemical was involved in the injury, please complete the Spill or Incident Follow Up report <https://protect.iu.edu/machform/view.php?id=40365>
6. Further Information
 - a. <https://www.chem.indiana.edu/safety/>
 - b. <https://protect.iu.edu/environmental-health/research-safety/lab-safety-chemical-hygiene-plan.html>
 - c. <https://hr.iu.edu/workers/> (Workers' Compensation Info)