INJURY: Assist the injury victim and arrange immediate first aid and/or emergency medical aid
(519) 824-4120 ext 2000   (519) 840-5000 or 911
For Injuries Requiring Medical Aid - Provide the Injury Package that includes a letter that explains the process, a Functional Abilities Form, and a letter to the health care practitioner. These forms can be accessed at the OHW Website.

Is this a critical injury?

**Injury of a serious nature that:**
- Places life in jeopardy, or
- Produces unconsciousness, or
- Results in substantial loss of blood, or
- Fractured leg or arm, or
- Amputation of leg, arm hand or foot, or
- Burn to more than 10% of body or
- Loss of sight in an eye.

**Yes**

DO NOT interfere with, disturb, alter, destroy, carry away any wreckage, article or thing, connected with the occurrence

**Report incident to supervisor asap**

**No**

Supervisor must notify OHW (Occupational Health and Wellness) within 24 hrs by completing the Incident Report Form and faxing to 519-780-1796.
Ensure / indicate distribution to bargaining groups/local JHSCs, as appropriate.

Immediately report all critical injuries to any person to all below:
- **Supervisor**, Lead Hand or Alternate (senior co-worker) of the area;
- **Director** at Ridgetown Campus; Managers at Research Stations;
- **EHS** (519) 824-4120 extension 53282

After hours EHS personnel can be reached through the Campus Safety Office: (519) 824-4120 ext. 2000 or (519) 840-5000

- **EHS staff will call the Ministry of Labour**, and the appropriate Bargaining Unit and the Worker Health and Safety Representative

The supervisor must initiate an investigation into the cause of the incident; EHS personnel will assist in completing the investigation. Causes and corrective measures will be documented, shared and implemented accordingly.