



# U3A PINE RIVERS INC

"Learning for Leisure and Pleasure for Seniors"

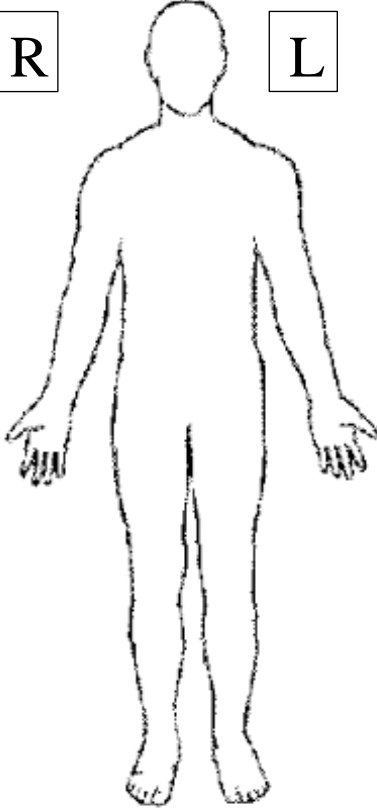
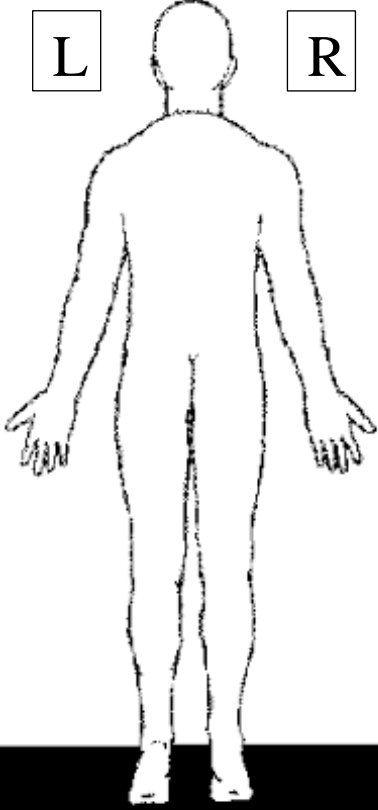
ABN 68 518 990 950 / Inc. No. IA 13638



UNIVERSITY OF THE THIRD AGE

## Incident Report

To be completed by the Tutor or administration and lodged with U3A reception within 24 hours

Class Name		Tutor	
Date of incident		Time of incident	
Venue		Room/location within venue	
Name of injured person			
Describe injury/health incident	<input type="checkbox"/> Cut	<input type="checkbox"/> Graze	<input type="checkbox"/> Bruising
	<input type="checkbox"/> Sprain/strain/swelling	<input type="checkbox"/> Dizziness	<input type="checkbox"/> Loss of consciousness
	<input type="checkbox"/> Other (describe)		
Location of injury	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px; margin: 5px;">R</div>  <div style="border: 1px solid black; padding: 5px; margin: 5px;">L</div> <div style="border: 1px solid black; padding: 5px; margin: 5px;">L</div>  <div style="border: 1px solid black; padding: 5px; margin: 5px;">R</div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="background-color: black; color: white; padding: 10px 20px; font-weight: bold;">Front</div> <div style="background-color: black; color: white; padding: 10px 20px; font-weight: bold;">Back</div> </div>		
<p><b>X</b> on the diagram to indicate location of the injury</p>			
Describe Incident			

Was First Aid administered?	Y    N	Performed by:	
Ambulance called?	Y    N    NA	Time Called	
		Time Arrived	
First aid provided	<input type="checkbox"/> Cleaning & bandaging	<input type="checkbox"/> icepack	<input type="checkbox"/> CPR
		<input type="checkbox"/> Other	
Emergency Contact required	Y    N    NA	Time	
Name		Number contacted	
Contacted U3A (3880 6677)	Y    N	Time	
Answered	Y    N	Message left	Y    N    NA
Witness name		Contact number	
Supplementary information/Attachments Eg witness statements, ambulance document			
Reported by		Signature	
<b>FOLLOW UP</b>			
Individual contacted? Y    N	Discussion		
Contacted by		Date	
Emergency contact called? Y    N    NA	Discussion:		
Contacted by		Date	
Insurance contacted? Y    N    NA	Outcomes:		
Contacted by		Date	