

Policy/Procedures for Instructional Classroom or Laboratory Accidents and Health Issues Involving Students

The following procedures are to be followed in the event a student experiences an accident or health issues in an instructional classroom or laboratory setting.

1. Instructor/faculty member should contact Emergency Medical Services via 911 (serious fall, fainted, unresponsive, seizure, accident, etc.).
2. Instructor/faculty member should contact Center for Support and Intervention via their report form found at <http://www.uky.edu/concern/>. Select “Report a Concern” and file the report by submitting the online form.
 - a. If the student is hospitalized or needs on-going medical care, Center for Support and Intervention will coordinate outreach to student, contact faculty, Ombuds, Disability Resource Center (temporary accommodations), etc. To report a work-related incident, call 800-440-6285.
 - b. If the student is an employee and injury or an occupational disease occurs while on the job normally without regard to fault, Worker’s Compensation is covered by the Kentucky Worker’s Compensation Act, the University’s Workers’ Compensation Program, and the University of Kentucky Worker’s Care Program Managed Care Organization. Worker’s Compensation contact info:
 - c. If the accident or health issue involves environmental or facility issues, UK Environmental Health and Safety should also be contacted via their report form found at <http://ehs.uky.edu/ohs/accident.php>. Under **Student or Visitor Accidents**, select “University’s Accident-Injury Report” (you will need to log in using your UK linkblue ID) and file the report by submitting the online form.
Notes: If needed, Todd Adkins (Director of Risk Management) can be contacted at 859-257-6214 or Todd.Adkins@uky.edu to answer questions and provide assistance.
3. Report the incident to the departmental Business Office (Micah Satterly and/or Dr. Scott Radcliffe) so they are aware of the incident.

Animal and Food Sciences