

Check all that apply:

Employee Participant Volunteer Property damage Theft

Date of incident: Time of incident:

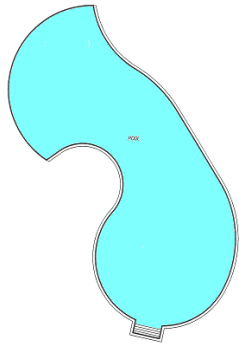
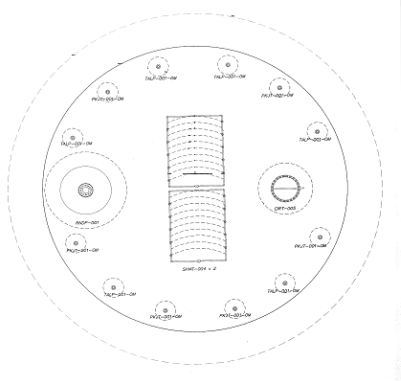
Name of injured party:

Height of injured party: Weight of injured party:

Home address and phone number of injured party:

Where on the facility grounds did the incident occur? Please be specific.

If applicable, where in the park did the incident occur? Please mark with an X.



Type of incident, please mark box with R (Rescue), A (Assist), W (Walk-up First Aid):

Were there any witnesses? Record name(s) and phone number(s).

Please list the guard(s) performing the (R), (A), or (W) and the guards directly to the left, right and across from guard(s) performing (R) or (A)

What part of the body was injured? Provide a description of the injury.

Incident details:

[Empty text box for incident details]

Action taken: None required
 Refusal of Care (Signature of patron required) _____
 Released to Parent/guardian/spouse/relative/friend
 Advised to see a physician
 First aid given. If so, what type:

EMS notified at _____ EMS arrived at _____

Injured party transported to _____

Facility Property Damage or Theft:

Nature of incident: Vandalism Theft Incident Accident

List property damage and/or property stolen. (Please list inventory/serial numbers if applicable.)

[Empty text box for property damage and/or property stolen]

Were police notified/involved? Yes No

If so, give officer's name and case file number:

[Empty text box for officer's name and case file number]

Name of person filing incident report:
GCRD title and work location:

[Empty text box for name and work location]

Date: _____

Follow Up:

Date: _____

Executed by: _____

Comments:

[Empty text box for comments]

Insurance claim: Yes No

Reported by: _____

Date reported: _____

SCIRF Claim Number: _____

Report should be completed immediately while details are fresh. Submit the report as soon as possible no later than 5:00 pm the next working day.

Reports of employee injury should be submitted to Human Resources. All other reports should be submitted to the Finance Department.
(Modified 5/1/12)