



Directions: Complete this form to promptly report incidents/accidents occurring on Radford University premises or incidents/accidents affecting a Radford University affiliated faculty, staff, or student, regardless of the location. Prompt reporting of incidents to EHS is essential for determining how to minimize the occurrence of future incidents.

NOTE: If the incident has resulted in *employee injury/illness*, the employee and/or employee's supervisor must complete an [Employers Accident Report \(EAR\)](#) within 24 hours of the incident so the employee can be eligible for workers compensation. The [EAR](#) and this Accident Report serve completely different functions and are not interchangeable. The [EAR](#) can be accessed on [Human Resources website](#).

REQUIRED INFORMATION <i>(Individual reporting the incident)</i>	
Last Name, First Name:	Email:
Address	

