

# Arizona Division of Occupational Safety and Health Notification of Illness, Injury or Death

## 902.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the District to notify the Arizona Division of Occupational Safety and Health (ADOSH) of employment-related illnesses, injuries or deaths of any district members (29 CFR 1904.39; AAC § R20-5-629).

## 902.2 POLICY

The District will comply with ADOSH reporting requirements in the event of a serious illness, injury or death.

## 902.3 MANDATORY NOTIFICATION

The ADOSH shall be notified within eight hours after the death of any member as a result of a work-related incident and within 24 hours of an in-patient hospitalization of one or more members or a member's amputation or loss of an eye, as a result of a work-related incident (29 CFR 1904.39; AAC § R20-5-629). Notification should be by phone or by electronic submission of the ADOSH Serious Event Reporting Form.

## 902.4 REQUIRED INFORMATION

The ADOSH requires the information necessary to complete the ADOSH Serious Event Reporting Form, if available, to be submitted with the notification. The information required for the form includes:

- (a) Information about the location where the incident occurred.
- (b) Information about the incident.
- (c) Employer Information.
- (d) Information about persons whom ADOSH can contact.
- (e) Information for each of the involved members, including if there was a fatality, hospitalization, amputation or loss of an eye.