Students involved in an incident or other occurrence while participating in class and/or clinical should follow the steps below:

1. Immediately consult with responsible faculty and seek appropriate medical attention.
2. Follow the incident or emergency protocol of the clinical site or organization where the incident occurred and complete any required paperwork at the site.
3. Complete this form for UTC School of Nursing records and turn it in to advisor.

Students are required to have health insurance to participate in clinicals at the UTC School of Nursing because most agencies, including UTC, will not cover medical and other costs associated with an incident or other occurrence.

Student Involved (Name, UTC ID): __________________________________________________________

Faculty Responsible (Name, UTC ID): ______________________________________________________

Date/Time of Incident: _____________ Report/Form Completed by: ____________________________

Location of Occurrence: __________________________________________________________________

Description of Occurrence: ________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Witnesses: ____________________________________________________________________________

Action Taken and Outcome: _________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

____________________________________________________________________________________

Signature of Student __________________________ Signature of Faculty __________________________ Date __________