



SUBJECT: Human Resources

POLICY: 405.1 Accidents

RELATED PROCEDURE: 405.1.1 Accidents

EFFECTIVE: December 2014

REVISED: November 2021

REVIEWED:

Policy

College employees must report accidents that involve themselves, students or visitors.

All accidents should be reported no matter how minor they seem. Reports of accidents should include the time, place, witnesses, a description of the accident, and any injury incurred.

Depending on the nature of the accident, a Worker's Compensation First Report of Injury may also need to be filed..

Failure to report an accident that later develops into a serious injury may result in difficulties in receiving applicable insurance benefits as well as a delay in the correction of an unsafe condition.

Related Policies

[404.4 Workers Compensation](#)

[404.41 Stay-at-Work/Return-to-Work](#)

[Montana State University Affiliated Campuses Stay –at-Work/Return-to-Work Policy](#)

[Montana University System Board of Regent Policy 713.1 Workplace Safety; Workers Compensation](#)

[Montana University System Board of Regent Policy 713.2 Workers Compensation—Early Return to Work/Modified Duty](#)