

NBSIA Member Services Safety Bulletin

March 2018

REPORTING A SERIOUS INJURY OR ILLNESS TO CAL/OSHA



Cal/OSHA regulations require that employers must report any serious injury, illness or fatality to the nearest Cal/OSHA District Office. But what is a serious injury or illness and how quickly do they need to be reported?

California Code of Regulations, Title 8 §342(a) states:

Every employer shall report immediately by telephone to the nearest District Office of the Division of Occupational Safety & Health any serious injury or illness, or death of an employee occurring in a place of employment or in connection with any employment.

Immediate means as soon as practically possible but not longer than 8 hours after the employer knows—or with diligent inquiry would have known—of the serious injury or illness. If the employer can demonstrate that exigent circumstances exist, the time frame for the report may be made no longer than 24 hours after the incident.

Report by phone 24 hours a day, seven days a week.

Serious Injury or Illness as Defined in CCR T8 §330(h):

Serious injury or illness means any injury or illness occurring in a place of employment, or in connection with any employment, which requires inpatient hospitalization for a period in excess of 24 hours for other than medical observation, or in which an employee suffers a loss of any member of the body or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by the commission of a Penal Code violation, except the violation of Section 385 of the Penal Code, or an accident on a public street or highway.



The 8 hour time-frame begins when the employer knows—or “with diligent inquiry” would have known—of the serious injury/illness or death.

The employer means someone in a management or supervisory capacity.

Reporting Information to Cal/OSHA

When making a report, the reporting party shall include the following information, if available:

1. Time and date of accident
2. Employer's name, address and telephone number
3. Name and job title, or badge number of person reporting the accident
4. Address of site of accident or event
5. Name of person to contact at site of accident
6. Name and address of injured employee(s)
7. Nature of injury
8. Location where injured employee(s) was (were) moved to
9. List and identity of other law enforcement agencies present at the site of accident
10. Description of accident and whether the accident scene or instrumentality has been altered

Cal/OSHA District Office Contact List:

When calling, ask for the Officer of the Day.

Solano and Napa County school districts report to:

- American Canyon District Office (707) 649-3700

Yolo County school districts report to:

- Sacramento District Office (916) 263-2800

If unable to immediately reach someone at your closest district office, call the San Francisco Regional Office at (415) 557-0300.

Resource Poster

Visit www.nbsia.org/safety-posters to download the “Reporting a Serious Injury or Illness to Cal/OSHA” poster to share with staff.



Contact Us

(707) 428-1830

www.nbsia.org

MemberServices@NBSIA.org