

THE WAVE INTERNATIONAL, LLC

ACCIDENT REPORTING PROCEDURE

1. Notify Clinical Director and/or available clinical office staff who will administer First Aid or call 911.
2. Clinical office staff will follow the call order and advise of incident immediately. Post accident drug/alcohol testing is required. All injuries are required to be reported immediately.
3. Clinical office staff will complete an Incident Report Form and submit to Administration.
4. A Safety Consultant will be contacting injured person(s) for specifics.

I, _____, have been advised of my responsibility in reporting **all** related incidents while on duty.

Independent Contractor Signature

Date

(Print Name)