

# Andrews University

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## Personal Accident Report

To be completed by the injured person.

### Information about you

Your name \_\_\_\_\_ Daytime phone \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Home address \_\_\_\_\_  
Your employer \_\_\_\_\_ Your occupation \_\_\_\_\_

### Information about the accident

1. Was the accident job-related? \_\_\_\_\_  
If yes, please see your employer about worker's compensation benefits.
2. Where did the accident occur (be as specific as you can) \_\_\_\_\_
3. What was the date and time that the accident occurred? \_\_\_\_\_
4. What was the nature of your injury? \_\_\_\_\_
5. Please describe what happened. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. What were you doing when the accident happened? \_\_\_\_\_
7. What were the weather conditions when the accident occurred? \_\_\_\_\_
8. Did anybody see the accident happen? \_\_\_\_\_ If so, provide their names and phone numbers.  
Name \_\_\_\_\_ Phone \_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_

### Follow-up information

1. Did you receive medical treatment? \_\_\_\_\_ If so, on what date(s)? \_\_\_\_\_  
Who was the medical provider? \_\_\_\_\_
2. As of today (the date you are completing this form), do you still have any symptoms related to this accident? If so, please describe them. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your signature \_\_\_\_\_ Date \_\_\_\_\_