

## WHEN TO CALL CAL-OSHA

It is the responsibility of the Principal or Site Supervisor to call Cal-OSHA when an employee is admitted to the hospital for treatment of a serious work related illness, injury, or exposure within 8 hours of the event. "Serious" is defined as requiring inpatient hospitalization for a period in excess of 24 hours for other than observation, or in which an employee suffers a loss of any member of the body or any serious degree of permanent disfigurement.

The telephone number is (619) 767-2280. Provide OSHA with your name, the employee's name, your location (department or site name), the date of injury, the hospital name, and the circumstances. Obtain the name of the Duty Officer and the date and time called. **Call Risk Management after notifying Cal/OSHA (858 627-7345).** Complete the "Supervisor's Report of Injury, Illness - Form 78" to report the event and indicate Cal-OSHA was called, along with the Duty Officer's name, date, and time called, and submit the completed form 78 to Risk Management.

**CALL ONLY WHEN THE EMPLOYEE HAS BEEN ADMITTED OTHER THAN FOR OBSERVATION. In the event of an after-hours emergency, or if you are unable to confirm if the employee has been admitted to the hospital prior to close of business, call Cal-OSHA and advise that you are reporting as a precaution.** Let Risk Management know the next business day so we can follow up.

If you have questions or need assistance, please contact Phil Ross at (858) 627-7439 or our Safety Office at (858) 627-7174.