



Contact us at:
Kentishu3a@gmail.com

Incident Form

Kentish U3A

In the event of an emergency ring 000 - there is no charge for Ambulance use for Tasmanian residents however you must obtain consent from a conscious person before giving aid or calling an ambulance. Record consent given below.

Tutor / course co-ordinator to complete this report on the day of the incident.

Telephone and update the President / Chairperson or Course Co-ordinator on the same day

Copies of the form are to be given / posted immediately to Venue Manager, affected person and Kentish U3A.

If possible a witness should also sign the report.

1. Name of the Tutor / Course Co-ordinator.....

2. Name of the U3A activity.....

3. Address where the accident / incident occurred.....

4. Affected Member's Name, address and phone number.....

5. Date of Accident/Incident.....Time of Accident/Incident.....

6. Description of accident/Incident.....

7. Was an Ambulance called?.....Was Contact Person called?

8. Consent given for Ambulance yes / no Consent given for aid to be given yes / no

9. Signature of Affected Member (if possible).....

10. Signature of Leader/Person Reporting the Accident/Incident

11. Witness – I.....of

was a witness to the Accident/Incident and confirm that the above details are correct.

12. Signature of Witness.....Date.....