

Cutler-Orosi Joint Unified School District

Sharps Injury Log

The following information, if known or reasonable available, must be documented within 14 days of the date on which the exposure incident was reported.

1. Exposure incident: Date: _____ Time: _____ Report date: _____

2. Report written by: _____ Phone: _____

3. Name of employee exposed: _____ Job title: _____

4. Location of incident (site and area): _____

5. Type and brand of sharp involved: _____

6. Description of exposure incident: _____

7. Procedure being performed by the exposed employee at the time of the incident: _____

8. How did the incident occur? _____

9. Body part(s) involved: _____

10. Did the device involved have engineered sharps injury protection? Yes No

11. Was the engineered sharps injury protection on the sharp involved? Yes No

<p>If YES to question #11</p>	<p>If NO to question #11</p>
<p>12. Was the protective mechanism activated at the time of the exposure incident? Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Does the injured employee believe that a protective mechanism could have prevented the injury? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>13. Did the injury occur before, during or after the mechanism was activated? Before <input type="checkbox"/> During <input type="checkbox"/> After <input type="checkbox"/></p>	<p>Describe: _____</p>
<p>15. Does the exposed employee believe that any controls (e.g., engineering, administrative or work practice) could have prevented the injury? Yes <input type="checkbox"/> No <input type="checkbox"/></p>	

16. Employee's opinion/suggestion: _____

17. Comments on the exposure incident (e.g., additional relevant factors involved): _____

18. Employee interview summary: _____

This form may be downloaded at <http://www.cojusd.org> from the Personnel Forms section.

- Attach additional pages as necessary.
- Make copies as needed.
- Send the original to the Personnel Office. Keep a copy in the site Bloodborne File.
- This form MUST be kept on file for five (5) years.