



Ohio Administrative Code Rule 3341-6-01 Accident reporting.

Effective: July 16, 2026

(A) Policy statement and purpose

It is Bowling Green state university's policy to comply with the Ohio Public Employment Risk Reduction Standards and all applicable federal, state, and local rules, regulations, and directives. This policy applies to all faculty, staff, students, and guests.

(B) Policy

Accident reporting is required for:

- (1) All injuries/illnesses which are work or educational related regardless of where the injuries/illness occurs (on and off campus); and
- (2) All injuries/illnesses on BGSU property, except for:
 - (a) Student athletes injured while participating in NCAA athletic activities; and
 - (b) Personal medical incidents that are unrelated to the individual's work or educational activities (if unsure, report).

Reporting is to occur for all incidents using the electronic form located on the environmental health and safety website. This form should be submitted within twenty-four hours of the incident, or as soon as possible following the incident or knowledge of the incident. It is preferred that the injured/ill person complete this form but if it will delay submittal, any person with knowledge of the incident and has log-in credentials may submit the form.

Reports for guests are to be submitted electronically by the hosting department or any other BGSU-affiliated person.

Environmental health and safety will follow up on incidents as appropriate to ensure hazards have been addressed.