Minor Injury and Work Related Illness Log

Instructions: It is our policy that employees must report all injuries no matter how minor. Use this log to report minor injuries such as cuts and scrapes. Use this log even if you do not use any first aid supplies. If the injury is serious or you visit a doctor, you must make make a report using the Archdiocesan Worker Compensation Reporting System. See Appendix D-9.

Date	Injured Person's Name	Where did it happen? E.g.: "on the roof"	Injury Description E.g.: "splinter under fingernail"	What first aid supplies were used?