

**Employee's First Report of Injury**  
(To be completed by employee at time of accident)  
**UNIVERSITY OF MARYLAND BALTIMORE**

WC Policy No. 910920

IWIF CLAIM #:

Employee Name: \_\_\_\_\_ EMPL ID: \_\_\_\_\_  
  Last  First  Middle

Date of Birth: \_\_\_\_\_ Marital Status: \_\_\_\_\_ No. of Dependents: \_\_\_\_\_

Regular    Contingent    (circle one)    Full Time    Part Time (circle one): \_\_\_\_\_%

Home Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
  Street  City  State    Zip Code

Supervisor: \_\_\_\_\_ When Accident reported to Supervisor: \_\_\_\_\_

Accident Date: \_\_\_\_\_ Time: \_\_\_\_\_ am pm    Time Shift Began: \_\_\_\_\_

Accident Location: \_\_\_\_\_  
  Bldg.  Address  Area(hallway, etc.)

Describe fully how accident occurred (your activities at that time): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List injured body parts (be sure to indicate "right" or "left" side): \_\_\_\_\_

\_\_\_\_\_

Was medical treatment sought? If so, where: \_\_\_\_\_  
  Name  Address

\_\_\_\_\_

  City  State  Zip Code  Phone

Safety equipment (list items in use): \_\_\_\_\_

Name(s) of witness(es): \_\_\_\_\_  
  Name  Phone

**Not valid unless signed. By signing this form, I acknowledge that all statements made herein are true and correct to the best of my knowledge.**

Signature of employee: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Fax or Email Immediately to: (410) 706-0954/ UMBRiskManagement@umaryland.edu\***