

**University of Tennessee at Chattanooga**  
**School of Nursing**  
**Clinical Occurrence Policy and Form**

Students involved in an incident or other occurrence while participating in class and/or clinical should follow the steps below:

1. Immediately consult with responsible faculty and seek appropriate medical attention.
2. Follow the incident or emergency protocol of the clinical site or organization where the incident occurred and complete any required paperwork at the site.
3. Complete this form for UTC School of Nursing records and turn it in to advisor.

Students are required to have health insurance to participate in clinicals at the UTC School of Nursing because most agencies, including UTC, will not cover medical and other costs associated with an incident or other occurrence.

Student Involved (Name, UTC ID): \_\_\_\_\_

Faculty Responsible (Name, UTC ID): \_\_\_\_\_

Date/Time of Incident: \_\_\_\_\_ Report/Form Completed by: \_\_\_\_\_

Location of Occurrence: \_\_\_\_\_

Description of Occurrence: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Witnesses: \_\_\_\_\_

Action Taken and Outcome: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of Faculty

\_\_\_\_\_  
Date

