

**Occupational Health Program for Personnel Exposed to Vertebrate Animals
East Tennessee State University**

Work- or Classroom-Related Injuries or Illnesses

Employees and students must bring all work- or classroom-related injuries and illnesses to the attention of the supervisor or instructor. Appropriate first aid should be administered immediately. Initial determination should be made whether treatment is necessary. If there is uncertainty a physician or other appropriate health professional should be consulted.

Registered students must report all work- or classroom-related injuries and illnesses to the supervisor or instructor and seek medical treatment at the Student Health Clinic in Lamb Hall, tel. 439-4225. They will be referred to an appropriate care provider as determined by the health professionals in the Student Health Clinic.

For university employees ETSU has established a workers' compensation program. A description of this program can be reviewed on the Human Resources web site: <http://www.etsu.edu/humanres/workers.htm>. Employees should report all work related injuries and illnesses to the immediate supervisor and to the Office of Human Resources using the OSHA Form 301 (<http://www.etsu.edu/humanres/forms/OSHA301.pdf>). A copy of OSHA Form 301 should also be forwarded to the Occupational Health Office, College of Nursing, Campus Box 70617. If medical treatment is needed, ETSU employees should select a health care provider who is authorized to treat injuries for the State of Tennessee. The directory of the authorized providers is available for review on the following web site: <http://www.etsu.edu/humanres/forms/workersdirector.pdf>.

Visitors and volunteers should follow the above procedures for university employees and report accidents immediately to the Office of the Comptroller.

Employees and students should also report any gastrointestinal, respiratory or dermal illness with signs or symptoms which resemble those occurring in the animals with which they have contact.

Animal bites from potentially rabid animals (e.g. dogs, cats, bats) must be reported immediately to the Division of Laboratory Animal Resources, tel. 439-6292, so that arrangements can be made for diagnostic evaluation of the biting animal.

OSHA Definitions:

Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation.

Illnesses include both acute and chronic illnesses, such as, but not limited to, allergies, skin disease, respiratory disorder, or poisoning. Only work-related injuries and illnesses should be reported.

An injury or illness is considered **work-related** if an event or exposure in the work environment caused or contributed to the condition or significantly aggravated a preexisting condition. More information on conditions that should be reported under the Workers' Compensation program is available on the ETSU Human Resources' web site: <http://www.etsu.edu/humanres/workers.htm>.