RHODE ISLAND COLLEGE
OFFICE OF STUDENT ACTIVITIES
INCIDENT REPORT
Student Union 408 (401) 456-8034

For life-threatening emergencies please call 9-1-1 then Campus Police at (401)456-8201. Call Campus Police at (401)456-8201 for non-life-threatening emergencies. Please submit this form to Student Union 408 within one business day.

Person involved (Please Print):

Name_____ Sex __ Age_____
Last First MI
Address_____ Phone_____
Status: RIC Member__ Guest__ Other(specify)_____ EMPLID: _____
Day/Date of Incident_____Exact Time:_____
Exact Location:_____
*Describe incident with detail (apparent injuries, other people, situation, equipment, etc.)
_____
_____
_____
_____
_____
_____

Witness(es) to incident (PLEASE PRINT):
Name_____ Phone:_____
Current Address:_____ EMPLID:_____
Name_____ Phone:_____
Current Address:_____ EMPLID:_____
Name_____ Phone:_____
Current Address:_____ EMPLID:_____

If incident occurred during an activity was the activity supervised? Yes___ No___
Faculty/Staff person on duty_____
*Action taken: _____
_____
_____
_____

Report Documented By:_____ Date:_____
Position:_____ Phone:_____
RIC ID: _____

***Use other side if necessary**