



**VERA Z. DWYER COLLEGE
OF HEALTH SCIENCES**

INDIANA UNIVERSITY SOUTH BEND

**TITLE: Radiography and
Medical Imaging Incident
Reporting Procedures**

POLICY NO: R-17

EFFECTIVE DATE: 8-24-22

**TARGET GROUP: CHS
Students**

**SECTION: Radiography
Student Policy**

REVISION DATE:

Purpose:

The purpose of this policy is to outline what happens if a student is injured in the classroom, on campus laboratory, or in clinical.

Policy:

Injury in classroom or on campus laboratory:

If an incident occurs on campus, it is the responsibility of the faculty member to instruct the student to fill out an incident report or the faculty member will fill out the report if needed. The report can be filed at <https://one.iu.edu/task/iu/incident-report> A report must be filed within 24 hours.

Injury in clinical (off-site)

For injuries that occur at an affiliated agency/site, the agency policies must be followed. Students must also contact the program director or clinical coordinator as well. If the student is unable to contact the program director or clinical coordinator, the clinical preceptor at the site, or supervising technologist at the time of the incident, must contact the program director about the incident. The program director or clinical coordinator must be contacted within 24 hours.