

# U3A REDLANDS - INCIDENT REPORTING

**Emergency - Call  
000 Ambulance**

**Not Urgent - Seek First Aid or  
Medical Help**

**MEMBER IS INJURED OR SICK**

**WAS IT  
FATAL?**

**NO**

**YES**

**WAS MEMBER  
ADMITTED TO  
A HOSPITAL?**

**NO**

**YES**

**BROKEN BONES OR  
LOSS OF LIMB**

**NO**

**REPORT TO U3A  
OFFICE WITHIN 8  
HOURS**

**REPORT TO U3A  
OFFICE WITHIN  
24 HOURS**

**WAS INJURY OR  
ILLNESS A NEW  
CASE**

**YES**

**NO**

**OFFICE TO ADVISE INSURANCE CO  
WITHIN 24 HOURS**

**Report to U3A  
Within 24 Hrs**

**INSC CO REPORT  
NOT REQUIRED**