

DCP Programs

Student Injury / Student Accident Reporting

If an injury occurs to a student during approved clinical placement hours, the Student or Site Supervisor must make immediate contact with the faculty members/Faculty Director for the program. The faculty member will report the injury to the college Dean and follow district [procedures for work injuries](#) which can be found on the [district website](#):

- [SDCCD Work Related Injury/Illness Flow Chart](#) and related forms
- [State of CA DWC 1 Form.pdf](#)
- [Injury and Illness Incident and Investigation Report](#)
- [Declination of Medical Treatment](#)

Workers' Compensation

- Workers Compensation is used for the following types of work-related Injury/Illness:
 - Employees
 - Currently Registered Volunteers
 - Clinical Students (active clinical)
 - Student Work Experience (actively registered work experience)
- Workers Compensation process/forms:
 - [Workers' Compensation Employee/Volunteer Injury Flow Chart](#)
 - Student (Clinical) (Work Experience) WC Reporting-Students Procedure
 - [Injury and Illness Incident Report](#)
 - [DWC 1 Claim Form Declination of Medical Treatment](#)

Student Accident

- Student Accident is used for the following type of accident/incident:
 - Currently Registered Students (current semester)
 - Academy Recruits
- Student Accident process/forms:
 - Student Accident Reporting Procedures
 - Claim and HIPAA Filing Instructions
 - Campus –Student Accident Report Form
 - 2017 HIPAA-Form

The following document was compiled by District Risk Management in May 2023 and includes specific guidance on procedures, providing delineation for the type of insurance to use for the various situations/individuals:

- [SDCCD Workers Compensation Student Accident Reporting Instructions](#)

Questions should be directed to Karen Woods.

- Visit the Risk Management website at <http://hr.sdccd.edu>
- Contact Risk Management: (619) 388-6953 | sdccdriskmanagement@sdccd.edu