



Reporting Requirements for OSHA Work Related Fatalities, Amputations, Loss of an Eye and In-Patient Hospitalizations

During normal business hours report incidents to the Human Resources department by calling (630) 407-6300.

During non-business hours report incidents to the Department of Labor (DOL) at:

(800) 782-7860.

What Incidents to Report and the Time Frame to Report:

- Work-related fatalities within eight (8) hours including a fatality caused by a heart attack at work. (The IDOL Division Manager will decide whether to investigate a Heart Attack at work incident, depending on the circumstances of the heart attack)
- Work-related inpatient hospitalizations within twenty four (24) hours
- Work-related loss of an eye within twenty four (24) hours
- Work-related amputations within twenty four (24) hours

Have the following information ready when you call to report the incident

- DuPage County Department the employee works in
- The location of the incident
- The time of the incident
- The number of fatalities or in-patient hospitalized employees
- The names of any injured employees
- The reporter's contact information to include name and phone number
- A brief description of the incident