UMBC
Environmental
Safety and Health

Environmental Safety and Health (ESH) Procedure

Steps to Take Following a Work-Related Injury or Illness

For Employees (including student employees injured on the job):

1. Report your injury to your supervisor as soon as possible.
2. Seek treatment for your injury if needed. **If it is a medical emergency, call or have someone else call 911. If on the main UMBC Campus, call Campus Police at 5-5555**.

   You may seek medical treatment for your injury at a care provider of your choosing, however the following are nearby providers you may wish to utilize:

Main Campus

a. **Concentra Urgent Care (Arbutus)**
   1419 Knecht Ave, Baltimore, MD 21227
   Open 24 Hours
   Phone: 410-247-9595
b. **Express Care Urgent Care Center**
   3815 Wilkens Ave, Baltimore, MD 21229
   Open 9 am to 9 pm daily
   Phone: 667-212-5920
c. **Patient First**
   6333 Baltimore National Pike, Catonsville, MD 21228
   Open 8 am to 8 pm daily
   Phone: 443-514-1361

Universities at Shady Grove

a. **Adventist Healthcare Shady Grove Medical Center**
   9901 Medical Center Dr, Rockville, MD 20850
   Open 24 Hours
   Phone: (240) 826-6000

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Rita Rossi Colwell Center

a. **Mercy Medical Center**
   345 St.Paul Place, Baltimore, MD 21202
   Open 24 Hours
   Phone: (410) 332-9477

3. Complete an Employee's Report of Work-Related Injury Form, even if the injury is minor or you did not need to seek medical treatment. If you need a paper form, notify ESH at 5-2918.

For Supervisors:

1. Provide any necessary immediate assistance to the injured employee.
2. Complete a Supervisor's Report of Work-Related Injury Form.
3. Confirm if there were any witnesses to the incident and have any witnesses complete an Accident Witness Statement.
4. If this injury was research or laboratory related please fill out a Laboratory Incident Report Form and submit to esh@umbc.edu

All incident forms are available in paper form and can be requested from ESH at 5-2918. Paper forms should be scanned and emailed to esh@umbc.edu or faxed to ESH at 410-455-1166.

For more information, click here for the Brochure Guide for the Injured Worker from Chesapeake Employers Insurance.

NOTE: For all others, including students who are not student employees at UMBC:

If you need treatment following an injury/illness on campus, report to Retriever Integrated Health (RIH), located at the Center for Well Being. For more information visit https://health.umbc.edu/ or call 410-455-2542. Hours 8:30am to 5 pm M-F. After hours, call 410-455-3230. If you are experiencing an emergency, call Campus Police at 410-455-5555.