One of the top goals at CMU is to create a safe and healthy environment for students, faculty, staff, and visitors. Reporting injuries that happen on campus is a powerful tool used to prevent further incidents. We encourage the use of the following flowchart to help us reach that goal, and to convey information that will keep this campus safe. After seeking any necessary medical attention, please follow the steps below if an injury or illness occurs to a visitor while on campus.

**Response Flowchart for Reporting Injury or Illness of Non-CMU Affiliate**

1. **Injury/Illness of a Non-CMU Affiliate**
2. CMU responsible party should Contact supervisor, manager or PI within 8-hours to report the Injury/Illness
3. Email safety@andrew.cmu.edu with the details of the incident