

GROUP INCIDENT REPORT

In the event of a serious injury or fatality call the Sally Cheever Girl Scout Leadership Center at 210-349-2404 or toll free at 1-800-580-7247.

This report should be submitted to your staff supervisor or the Troop/Volunteer Support department within 24 hours of incident.

Person(s) Involved _____ Phone # _____
Address _____

Girl Volunteer Troop/Group # _____
 Non-member Employee
Type of Incident: Injury Illness Behavioral Other _____
Date of Incident _____ Time _____ Location _____
City _____ State _____

Activity _____
Parent or guardian notified – Date _____ Time _____ By Whom _____
GSSWT notified – Date _____ Time _____ By Whom _____
Emergency Contact notified – Date _____ Time _____ By Whom _____
Authorities contacted _____

Names of witnesses and/or adults rendering aid _____

Description of illness or injury & treatment rendered (nature/extent) _____

Name/Address of Hospital _____
Other information/details _____

Information provided by _____ Date _____ Community _____