

Northwestern State University
Environmental Health & Safety Office

Slip, Trip and Fall Incidents
General Liability Claims

Were photographs taken? Please include originals.

Was a police report / incident report created? Please include copy(ies).

Was the claimant wearing glasses?

What type of shoes? What kind of soles?

Does claimant have any handicaps/disabilities?

Was he/she on any medications?

What kind of surface was claimant walking on?

What was the lighting condition?

Was surface wet or dry?

Any surface debris present where individual fell?

Any defects to surface where individual fell?

Any surface irregularities where individual fell?

Reported by: _____

Date: _____

Phone Number: _____

Report Taken by: _____

Date: _____