



NATURE VANCOUVER INCIDENT REPORT

For personal injury during club trips, activities and events

Mail completed form with a copy of the trip description and participant list to Nature Vancouver Field Trip Coordinator at PO Box 3021, Vancouver, BC, V6B 3X5. Also notify Field Trip Coordinator by phone or email as soon as possible that incident occurred and an incident report has been filled out.

Trip Name:	Trip Date:
Name and contact information for trip leader:	
Name and contact information for injured person:	
Emergency contact information for injured person:	
Time of incident:	On or off trail?
Location of incident (be as specific as possible eg. 2 km up the trail, by lake shore, SW corner of golf course, etc.):	Visibility:
Condition of trail and terrain at site of incident (rocks, mud, ice, scree, etc.):	Weather:
Description of incident (include as much description as possible):	

Who provided incident description:	
Was injured person ascending or descending trail?	
Pace of injured person:	Pace of group:
Location of trip leader in relation to injured person at time of incident:	
Location of injured person to rest of group at time of incident:	
Location of end person (if applicable) to injured person at time of incident:	
Does injured person use hiking poles?	Was injured person using hiking poles at time of incident?
Description of footwear of injured person:	
Apparent pre-incident health & physical condition of injured person:	Medications taken by injured person that trip leader was notified about:
Description of injuries:	
First aid treatment provided:	
Follow-up medical treatment recommended?	Name and contact information of first aid provider(s):
Treatment recommendations:	
Name and contact information of witnesses (list extra witnesses on another sheet of paper):	
Witness 1:	
Witness 2:	

Signature: _____ **Name:** _____

Date: _____ **Position (trip leader, injured person, witness, etc.):** _____

For Nature Vancouver Field Trip Coordinator:

Notification of incident:

Date: _____ Method (Email, phone, etc.): _____

Received Incident Report:

Date: _____ Field Trip Coordinator Signature: _____

Date copy of Incident Report mailed to BC Nature Office: _____