

Adverse Events Reporting Form

The school nurse or the school nurse leader/supervisor of the school district is required to report the following adverse events to the public health Regional Health Officer or School Health Advocate in his/her respective public health Region. Reporting should occur within 24 hours in the event of (1) or (2) or within 3 working days in the event of (3) or (4) below.

- (1) Any death of a student or staff member that occurs during school hours or on school grounds.
- (2) Any known suicide attempt, suicide, or suspected suicide of a student, including any suicide death that occurs after hours or during school vacation hours
- (3) Any delivery of an infant on school grounds.
- (4) Any medication error as the result of a school nurse or other school staff action that requires an ambulance to be called or requires the student to be transported to an emergency room or urgent care facility.

INFORMATION TO REPORT:

Date of Report:	Date of Adverse Event:
School District:	School:
Name of School Nurse:	
Name/Title of Person Reporting Event:	
Name of Student Involved:	DOB:
Description of Adverse Event:	
Outcome:	