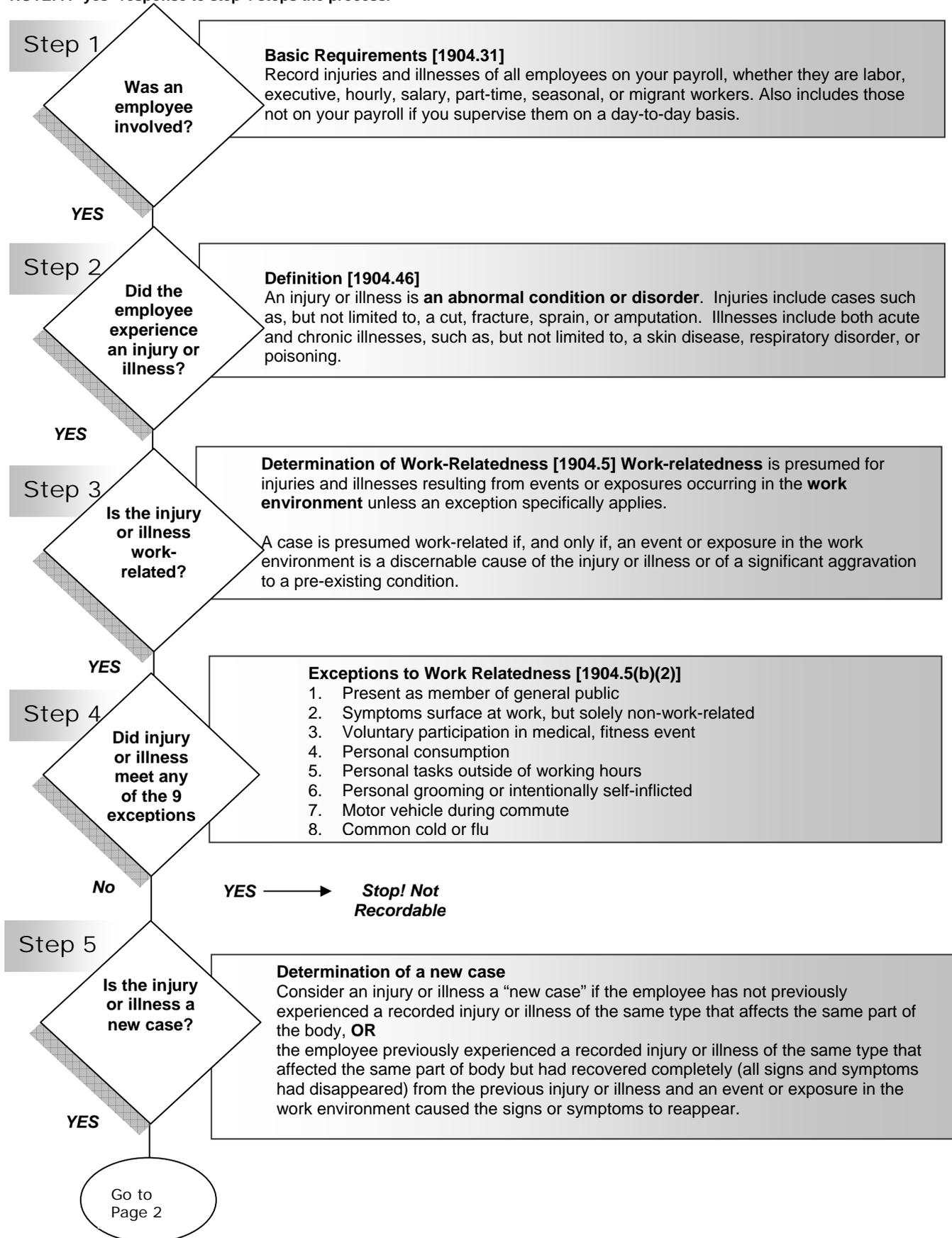


OSHA 7- Step Injury and Illness Recordkeeping Decision Process

NOTE: YES response, continue to next step. Any NO response STOPS the process at that point.

NOTE: A "yes" response to step 4 stops the process.



From
Page 1

Step 6

Does the injury or illness meet the general criteria or the application to specific cases?

General Recording Criteria 1904.7

An injury or illness is recordable if it results in one or more of the following:

- Death
- Days away from work
- Restricted work activity
- Transfer to another job
- Medical treatment beyond first aid
- Loss of consciousness
- Significant injury or illness diagnosed by a PLHCP

Application to Specific Cases 1904.8 – 1904.11

An injury or illness is recordable if it meets the recording criteria for one of the following:

- Needlestick & Sharps
- Medical removal
- Hearing loss
- Tuberculosis

YES

Step 7

RECORD THE INJURY OR ILLNESS

1904.29 – Forms:

- ✓ OSHA Form 300, *Log of Work-Related Injuries and Illnesses*
- ✓ OSHA Form 300A, *Summary of Work-Related Injuries and Illnesses*
- ✓ OSHA Form 301, *Injury and Illness Incident Report*