



Volunteer Marine Rescue Brisbane Inc

Providing a Safer Marine Environment for Our Community

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Injury Reporting

1.0 Introduction

This document provides guidelines for the reporting of injuries sustained by Volunteer Marine Rescue Brisbane active personnel during the performance of their duties.

2.0 References

Standard Workers Compensation Forms

Form **VMR002** – Record of Injury, Illness and/or Occurrence

3.0 Detailed information

The sign on/off log located in the Radio Room must be completed by every active crew member on entering and leaving the grounds. This log is proof that a member was on the base at the time the injury occurred. All information asked for in the log shall be completed. At fund raising events etc., there will be a similar log on site. This shall also be completed by all active VMR members attending the event.

Any injury sustained shall immediately be brought to the attention of the most senior person present at the time. First aid measures shall be implemented, within the training of the persons present, and medical aid shall be arranged as required by the situation. All details of the incident shall be logged. This log shall contain:

- Name of injured person
- Time and date of injury
- Nature of injury
- Details of how injury occurred
- First aid carried out (and by whom)
- Details of further medical aid summoned

The President and/or the Vice President shall be notified and all details relating to the incident given.

4.0 Summary

Following these guidelines will assist members in obtaining compensation.

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