

Thiel College

Physician Assistant Program

Anatomy Laboratory Manual 2024-25





THIEL[™]
C O L L E G E

**Anatomy Laboratory
Policies and Regulations**
(Revised June 2024)

The bodies available for dissection were donated by individuals who wanted their remains to be used for education and research. It is a privilege to have the opportunity to use this anatomical donation. Every student is obligated to demonstrate respect and dignity to the assigned anatomical donor because individuals from all walks of life have willed their bodies for the advancement of your knowledge and medical science.

(Link: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC7366954/>)

Ghosh SK. The practice of ethics in the context of human dissection: Setting standards for future physicians. *Ann Anat.* 2020 Nov;232:151577. Doi: 10.1016/j.aanat.2020.151577. Epub 2020 Jul 17. PMID: 32688021; PMCID: PMC7366954.)

The following policies and rules have been established to ensure that the donor bodies are treated with respect at all times, and that donor privacy is maintained. In addition, the security, safety, and maintenance of the lab is essential, and any failure to respect either the donors and/or laboratory rules will not be tolerated.

Respect and Care of the Donor Bodies and Other Specimens

1. The anatomical donors are to be treated with the utmost respect at all times.
2. The right of privacy and confidentiality due all medical patients are extended to our anatomical donors at all times.
3. The anatomical donors will be appropriately draped at all times. All regions not being studied should be draped. Entirely cover the anatomical donor when leaving it for any period of time.
4. Only students, faculty and other authorized Thiel College personnel are allowed in the gross anatomy lab. Under no circumstances may a student bring an unauthorized visitor into the lab.
5. Permission to bring a visitor into the lab can be granted only by Drs. Dankovich and Malik; such permission is restricted to healthcare professionals or individuals with an approved academic purpose.
6. Inappropriate or improper behavior and/or comments within and outside the laboratory is/are unacceptable and subject to disciplinary action by the PA Program Student Progress Committee (SPC).
7. The articulated skeletons, skulls and individual or disarticulated bones are to be afforded the same respect as anatomical donors.
8. **Never** take anatomical donor material or embryological specimens out of the dissecting laboratory. Disregard for this rule is a serious offense and may constitute a justifiable basis for dismissal from the PA Program.

9. **Never** take photographs of the anatomical donors or other anatomical specimens.
10. Use of cameras, cell phones or other photographic or video equipment is not permitted in the laboratory. Only the instructor is permitted to use a camera if indicated for teaching purposes only, and images must be viewed in the lab only.
11. **Never** use the internet or social media platforms as a venue for discussing any information about the donor or the dissection. Disregard for this rule is a serious offense and may constitute a justifiable basis for dismissal from the PA Program

Non-compliance with the above policies may result in a student being immediately removed from the course and referred for further disciplinary actions by the PA Program Student Progress Committee which may include conducting a review hearing and/or criminal charges, if applicable.

Care of the Cadavers and Specimens

1. Do not remove the numbered tag from your anatomical donor.
2. The anatomical donors are to be properly maintained. Drying of tissue can be prevented by wrapping body parts in wet paper towels after each dissection. A special wetting fluid should be used; do not use tap water. Any suspicion of mold or rot should be reported to the facility director immediately.
3. The plastic body bag should be closed after each dissection. Take good care of your anatomical donor – it is the best teacher you have in this course.
4. All anatomical donor waste tissues are to be disposed of in the labeled bins. No other waste is to be disposed of in these bins (see below for the disposal of other waste).
5. Dissection tables should be kept clean and free of excessive tissue.
6. NOTHING leaves the lab without the permission of the lab instructor or program director.
7. Food and/or drinks are not allowed in the laboratory at any time. This includes chewing gum or candy of any kind.
8. Cameras as well as cell phones are **not** allowed in the laboratory.

Security

1. The human gross anatomy laboratory is a locked lab and a "closed lab" during the course, out of respect for the privacy of donors and their families' sensitivities. Furthermore, laws concerning the use of human remains for medical education are very stringent and there are severe penalties for any infringement.
2. Access to the lab and cadavers is provided only to students registered for approved courses, via electronic ID card key.
3. Student access to the lab is recorded in the College's ID card access database.
4. To ensure safety and security, no one is permitted to enter the lab outside of scheduled class time.
5. Keep the doors of the laboratory closed at all times.
6. Do not prop the door open or allow anyone to follow you into the lab.
7. Do not share your student ID or other credentials with anyone.
8. All students are required to use his or her own electronic ID access card to enter the lab. Students will not be permitted to enter the lab without it.

Safety

The following safety procedures are in place to prevent injuries and limit exposure to Chemicals. Please also review the Environmental Health and Safety Information provided. **If you have any medical condition which could be of concern working in this laboratory, please consult with your medical provider and notify your course instructor prior to entering the laboratory. Provide documentation from your healthcare provider clearance to participate in the lab course.**

1. Students must wear scrubs (long pants) and closed shoes whenever they are in the laboratory. Locker rooms are at the entry of the lab; these locker rooms are to be used for changing clothes and storage of personal items during time in the lab.
2. Open-toed or perforated shoes (e.g., sandals), shorts and skirts **may not** be worn in the anatomy lab. You will not be permitted to attend the lab class and will be asked to leave the laboratory if you are in violation of this dress code. There are no exceptions.
3. Students must wear a lab coat and/or apron when in the lab. It is your responsibility to maintain your lab coat in a reasonably clean condition.
4. You must wear nitrile gloves in the laboratory at all times.
5. Avoid contact (your skin, eyes, etc.) with the anatomical specimens at all times. The preservative used to embalm the anatomical donors could be potentially harmful. Exposures to microorganisms such as prions are also of concern unless precautions are taken.
6. When sawing into bone (e.g., cranium), masks must be worn.
7. During the first day of dissection, please:
 - Make sure that a pail is in place under the drain hole of the dissecting table.
 - Empty the pail into the large storage barrel (when necessary) as fluid drains from the cadaver. **Do not discard this fluid down the drain.** The laboratory director will give directions for disposal.
8. Eye protection must be worn whenever you are within five (5) feet of an open cadaver, and when using hammers, chisels, bone shears, saws, or any other equipment.
9. Regular eyeglasses are **not** sufficient eye protection. Eyeglasses are not considered part of PPE (personal protective equipment).
10. Contact lenses should not be worn in the laboratory. If a student insists on wearing contact lenses, the student will be liable for any damage done to the contact lenses and or eyes.
11. All used scalpel blades must be disposed of in the provided “sharps” containers. Never dispose of “sharps” in wastebaskets or garbage cans.
12. All injuries incurred in the gross anatomy laboratory, no matter how insignificant they may appear, must be reported immediately to an instructor. The instructor will administer first aid and determine whether the student should be directed to a facility for further treatment.
13. If an injury occurs in the anatomy lab after hours, students should first seek proper medical care and then report the injury to an instructor as soon as possible.
14. In case of an EMERGENCY, use the lab phone to call the police (9-911).
15. Students who are pregnant, or believe they may be pregnant, are responsible for discussing attendance in the gross anatomy lab with their physician and provide documentation.

Universal Precautions and Bloodborne Pathogens

Students are required to complete training on OSHA, infection control, blood borne pathogens, and environmental hazards prior to their clinical year or hospital experience during the didactic year. Proof of successful completion of the above training is required prior to students beginning their clinical year or hospital experience during the didactic year.

Students are responsible for following OSHA Guidelines for universal precautions at clinical rotation sites, including the use of protective gloves, eyewear, and clothing, the proper use and disposal of sharps, regular hand washing/hand sanitation, and other precautionary measures.

The principle of universal precautions recognizes that any patient may be infected with microorganisms that could be transmitted to other persons. Observance of universal precautions will help to provide better protection for every staff member.

Universal Precautions and Bloodborne Pathogens Training:

The guidelines are summarized below. Individual clinical sites may also provide orientation sessions regarding blood borne pathogens. Students should also familiarize themselves with the hospital/clinical sites' specific policies regarding universal precautions.

Universal Precautions Guidelines:

- Act as though all patients you have contact with have a potentially contagious blood borne disease. (Because a patient's status may not be known and because infected patients may be asymptomatic, it is necessary to use basic precautions with every patient.)
- Avoid direct contact with blood, body fluids, secretions, excretions, mucous membranes, non-intact skin, and lesions.
- Avoid injuries from all "sharps." Do not recap needles and use safety caps.
- Avoid direct contact with items, objects, and surfaces contaminated with blood, body fluids, secretions, and excretions.
- Dispose of all "sharps" promptly in special puncture resistant containers.
- Dispose of all contaminated articles and materials in a safe manner prescribed by law.
- Wash hands frequently and thoroughly, especially if they become contaminated with blood, body fluids, secretions, and excretions.
- All patient specimens should be bagged per facility protocol before transport to the laboratory.

Personal Protective Equipment:

Depending on job duties and risk of exposure, using appropriate barriers, including gloves, gowns, aprons, caps, shoe covers, leggings, masks, goggles, face shields, and equipment such as resuscitation devices to protect skin and mucous membranes, especially eyes, nose, and mouth.

- NOTE: These items of protective apparel, including gloves, are removed after each use and are properly disposed. The same pair of gloves, etc., are NOT to be worn from one patient or activity to another.

- Students should wear protective equipment as directed by their clinical preceptor or facility protocol.

Exposure to Infectious and Environmental Hazards

Accidents will occasionally occur in the laboratory or in the clinical setting. Exposure to blood borne pathogens is a risk assumed by all healthcare providers. The National PEPLINE provides expert guidance in managing health care worker exposures to HIV and hepatitis B and C. Callers receive immediate post-exposure prophylaxis (PEP) recommendations. **1-888-448-4911**

- Occupational PEP: 11 am to 8 pm EST, seven days a week
- Non-occupational PEP: 9 am to 8 pm ET, Monday through Friday; 11 am to 8 pm ET, weekends & holidays

Exposure in the Laboratory or classroom setting:

If a student is injured in a laboratory or classroom setting:

1. The instructor and Program Director should be notified immediately.
2. The student should seek prompt evaluation and treatment at the Student Health Center, Urgent Care Clinic, or Emergency Room.
3. The student is responsible for initiating care after exposure to possible blood borne and other pathogens and reporting the incident.
4. An incident form must be completed and submitted to the course instructor as soon as possible, however, students should not delay prompt evaluation and treatment to complete paperwork. The incident reporting form can be found in the Forms Section at the end of this handbook or from the Program staff.

Financial Responsibility

All costs for treatment and follow-up of an injury and/or exposure are the student's sole responsibility. This includes any visits to a healthcare provider, emergency room or urgent care facility, laboratory, or hospital. Please refer to the attendance and absenteeism policies in this handbook to account for all time missed due to clinical injury or exposure

Personal Protective Equipment

1. Personal Protective Equipment (PPE) is used to reduce the possibility of exposure to hazardous materials. Your clothing (required scrubs), full length lab coat, apron, nitrile gloves, gowns, aprons, caps, shoe covers, leggings, surgical masks, goggles/safety glasses and respirators are all examples of possible protective equipment.
2. Your typical attire for dissections should be as follows: surgical scrubs, full length lab coat (optional), nitrile gloves, gowns, aprons, caps, shoe covers, leggings, surgical masks, face shields and goggles/safety glasses. If you wear contacts, please make sure that they are cleaned daily to prevent hardening due to chemical exposure. Vapor proof goggles can be purchased if desired.
3. Please note that latex gloves **do not** provide the same level of protection as nitrile gloves for the embalming chemicals used.
4. Do not re-use gloves. Change gloves after 15 minutes of continuous use is recommended.
5. Double gloving prolongs use time.

6. After you complete your work in the anatomy class, remove PPE such as nitrile gloves, gowns, apron, caps, shoe covers, leggings, surgical masks, goggles/safety glasses, and face shields. Immediately wash your hands and any possibly exposed skin thoroughly with mild soap and water. Washing should be careful and deliberate, ensuring thorough cleaning of any possibly exposed skin.
7. If you suspect that you have been exposed during the dissections, stop what you are doing, remove protective equipment, wash carefully as above and notify your instructor immediately.

Laboratory Maintenance

1. The laboratory must be kept neat at all times and you are expected to clean your area after each day's dissection. This includes frequently emptying the bucket at the end of your table and wiping up any large spills from the floor.
2. You are provided with space for storing your atlases and dissection tools – please use it! Atlases and tools that are left on the counters will be placed in the lost and found box.
3. Note that proper trash disposal is as follows:
 - a. Anatomical Donor (tissue) waste – Bins labeled “Tissue” - use the appropriately numbered bin for each individually numbered cadaver to ensure proper preservation of each anatomical donor's tissue.
 - b. Gloves and cadaver-soaked paper towels – red hazardous waste containers
 - c. Blades – red sharps disposal boxes located within the lab
 - d. Paper towels, papers, etc. – regular gray trash cans
4. The anatomy access vestibule and locker rooms are grease-free areas. Do not wear dissection aprons or gloves in this room. Please shut the door to the lab if you are the last person to leave the lab after hours.
5. Models are to be examined only in the designated areas. Using a pen or pencil or other sharp object to point out structures on a model is **strictly prohibited**. Blunt probes are to be used instead.

Use of the Laboratory

1. During the first day of dissection, please:
 - a. Make sure that a pail is in place under the drain hole of the dissecting table.
 - b. Empty the pail into the large storage barrel when necessary, as fluid drains from the cadaver. **Do not discard this fluid down the drain.** The laboratory director will give directions for disposal.
2. Keep your dissecting table and immediate floor area CLEAN of debris, tissue, etc. You should place small bits of tissue in a paper towel while dissecting.
3. Keep the sinks free of debris, tissue, etc. Place used paper towels and plastic gloves in the designated waste containers. DO NOT place or leave paper and gloves on the counter tops, the floor, or in with the dissected and discarded tissue.
4. When through studying any demonstration or pro-section, all structures must be covered thoroughly with the cloth provided and plastic sheet covering the cadaver completely. Apply moistening fluid to the cloth as necessary.

5. When through dissecting, empty dissected tissue (remove paper and place this in proper container) into the containers clearly designated for tissue. After the first dissection and throughout the rest of the course, cover the dissected area with cloth and moisten with moistening fluid. **Never use water as a moistening solution.** Completely cover the anatomical donor with the plastic sheet before leaving the table for the day. **DO NOT ALLOW THE ANATOMICAL DONOR TO DRY OUT ANYWHERE.**
6. Hammers, chisels, saws, and shears are provided for your use. These items are extremely sharp and need to be thoroughly and carefully cleaned after each use.
7. Do not touch the doorknobs, white boards, screens, cabinets, view boxes or any other equipment or furnishings in the laboratory with hands soiled from dissecting and handling specimens.
8. Eating and drinking are strictly prohibited in the laboratory and locker rooms. This includes chewing gum or anything else in your mouth.
9. Smoking, chewing tobacco, and vaping are strictly prohibited in the laboratory and locker rooms.
10. Keep distracting noise to a minimum including during scheduled and unscheduled or open lab times.
11. Report any injuries to an instructor as soon as possible. A first-aid box is available in the lab.
12. Do not bring your outerwear, or backpacks or any additional unlisted items into the lab.
13. If you are ever granted the privilege of using the laboratory during unscheduled hours, the last person who leaves, which will primarily be your instructor, must shut off all lights and make sure that all doors are closed and locked.
14. Keep notes on suspected pathology as observed in the anatomical donors. Many disease processes often go undetected during life and may be apparent only during a thorough dissection. Please ask questions if you are suspicious.
15. The lab will be closed for study to all students on the day of any scheduled laboratory examination; when an exam occurs in the morning, the lab will likely be closed on the preceding afternoon.
16. All students may be asked to participate in a required laboratory clean up period following practical exams and/or as scheduled by the course lab instructor.
17. All students are required to clean their lab station and have the instructor approve their lab station cleanliness prior to leaving scheduled and unscheduled lab times.

Environmental Health & Safety

This information is designed to alert you to the possible hazards of anatomy dissections and to provide you with some guidance on how to protect yourself.

BEFORE YOU START – If you are pregnant or plan to become pregnant or are breast feeding or have a medical condition that may be affected by being in the anatomy laboratory, please consult with your medical provider. Before entering the laboratory, provide written documentation from your medical provider granting you permission (and clearing you of any restrictions) to participate in laboratory activities.

EMBALMING CHEMICALS

A number of chemicals are used in various proportions to preserve cadavers. The main chemicals are typically: formaldehyde, phenol, methanol, and glycerin. These chemicals may be hazardous if they get into your body, through inhalation, ingestion, injection or absorption. A great deal of effort has gone into reducing or eliminating any possible hazardous exposure while performing dissections. The embalming method, the laboratory ventilation, the personal protective equipment you are instructed to wear and training in proper dissection practices are all designed to help minimize your exposure.

Material Safety Data Sheets (MSDS) for each chemical in the solution can be found in the lab and are available upon request. Formaldehyde is classified as a potential human cancer hazard by OSHA, and phenol a poison. In concentrated form, both formaldehyde and phenol have corrosive effects on skin and respiratory passages.

Students may experience irritation and inflammation of the respiratory passages, headache, nausea, dizziness, breathlessness or skin rashes, irritation, or numbness. Eye contact with formaldehyde and phenol can cause severe, irreversible damage, but at the concentrations in the embalming fluid, irritation is the likely result.)

Engineering controls maintain at least 15 air changes per hour in the Anatomy Lab (S031). Student exposure to the chemical environment is transient, the concentrations are low, and we have experienced no serious health problems in the past. Every student, though, must be aware of the possible hazards and make every effort to protect themselves.

Routes of Contamination:

- 1) Skin contact. While damaging to the epidermis, chemical vapors and liquid can readily pass through the skin as a pathway for internal exposure.
- 2) Inhalation: this is the most significant route for internal exposure.
- 3) Cross-contamination. Touching objects like clothes, doorknobs, food, etc. that have been contaminated by the chemicals.

To reduce or avoid these routes of contamination, take a few simple safety precautions:

- Dress Properly. Wear the provide disposable gowns, nitrile gloves, masks, and shoe covers for each live lab experience. And wash your hands thoroughly at the end of your session.
- If any symptoms of chemical exposure are experienced, or if you have any concerns about potential chemical exposure, please inform the faculty, or a nearby instructor, as soon as possible. If a skin rash develops, further protect the affected area, which is usually the wrist or the forearm. If any irritant gets in the eyes, flush them thoroughly at the eyewash stations. If nausea, dizziness or other internal symptoms occur, walk away from the dissection area or leave the laboratory until you recover. Avoid long periods of close-up dissection. Rotate dissection duties among the group members.

- It must be emphasized that the hazards indicated above are for typical dissection labs with the entire class present. Your exposure will be minimal due to the small number of students present in each session, the rotation of dissection roles, and the small number of anatomical donors that are exposed in the lab (4 maximum). The largest source of chemical fumes in the lab is evaporation from open bags (fluid accumulates in the body bags and from dissection tables).

- An incident form must be completed and submitted to the course instructor as soon as possible, however, students should not delay prompt evaluation and treatment to complete paperwork. The incident reporting form can be found in the Forms Section at the end of this handbook or from the Program staff.

- **FORMALDEHYDE** – Formaldehyde is a carcinogen classified as toxic, corrosive, and sensitizing chemical. It is part of the embalming solution at a 3.0% concentration. In addition to preserving tissue for long periods of time it also acts to inactivate many microorganisms that may reside in the tissue. It has a pungent odor and the permissible exposure limit (PEL) for formaldehyde is 0.75 parts per million (ppm). Airborne concentrations of formaldehyde above 0.1ppm can cause irritation of the respiratory tract. Higher concentrations can be immediately dangerous to life and health (IDLH). Primary routes of exposure include inhalation, skin and/or eye contact. Skin contact with formaldehyde can result in various skin reactions, including sensitization.
- **PHENOL** – Phenol is classified as a toxic and corrosive chemical. It is used in the embalming solution at a 26.0% concentration. It can cause irritations and burns and can have systemic toxicity. It has a characteristic sweet acrid, disinfectant, odor that you most likely detect when you enter anatomy class. The permissible exposure limit (PEL) for phenol is 5 parts per million (ppm). Primary routes of exposure include inhalation, skin absorption, ingestions and/or eye contact.
- **METHANOL** – Methanol is classified as a flammable and toxic liquid. It is used in embalming solutions at 28.0%. Contact with this chemical can result in irritation to the skin, eyes, and upper respiratory system. It has a characteristic pungent odor. The PEL is 200 parts per million (ppm). Primary routes of exposure include inhalation, skin absorption, ingestion and/or eye contact.
- **GLYCERIN** – Glycerin is not a classified chemical. It is used in the embalming solution at 11.1%. This chemical is an irritant to the eyes, skin, and respiratory system. It is a colorless, odorless liquid. The PEL for this chemical is 5mg/m³. Primary routes of exposure include inhalation, skin and/or eye contact.
- For further information on the chemicals used for embalming, please speak with the laboratory instructor to obtain copies for all of the Material Safety Data Sheets (MSDS) used in the process. The MSDS is an informational sheet that contains more in-depth information about the chemicals used. Specifically, information about how to safely work with the chemicals and what symptoms to look for when dealing with possible exposure.

- **INFECTIOUS AGENTS** – Infectious agents are microorganisms that may cause disease in humans or animals. Much like chemicals, you can be exposed to infectious agents by inhalation, ingestion, injection or absorption. Human tissues may contain infectious agents; however, the embalming solutions used on the anatomical donors not only preserve the tissue but also destroy many infectious agents. In addition, the cadavers are screened and therefore are of low risk. To minimize the risk of exposure to infectious agents, make sure that the tissues you are working with have been properly preserved. Wear nitrile gloves and protective clothing such as a plastic apron or lab coat. Wash hands thoroughly after working with tissues or if you suspect that you may have been exposed. No food or drink is allowed in the lab area including chewing gum, applying cosmetics or candy. Eating or drinking are NOT PERMITTED in work areas where tissues or chemicals are present. Report all accidents promptly to the lab instructor course director and the Program Director.
- **ERGONOMICS** – Ergonomics is the study of the physical relationship between the individual and their work. This relationship may be awkward or strained and must be adjusted to prevent discomfort. Often your awareness of body tension is sufficient to remind you to adjust to a more comfortable position. When performing dissections, get close to the area where you are working, bend at the knees if necessary, avoid excessive repetitive motions, avoid extensive fixed positions, and take regular breaks to relax strained areas.
- **WASTE DISPOSAL** – All disposable PPE must be disposed as medical waste. Medical waste containers are located in each anatomy laboratory. Please remove gloves and disposable aprons and place these items in the medical waste containers before you leave the laboratory. This equipment must **not** be worn in the hallways. Please do not push down the waste in the biohazard bins. If the waste is approaching the top, just close it up and start a new bin. The human tissue that becomes waste is collected in a labeled and numbered container during the semester.
- **ENVIRONMENTAL HEALTH and SAFETY** – The College is committed to maintaining a safe and healthy environment for everyone who works and lives within its facilities. Environmental Health and Safety assists the College in this endeavor by monitoring the use, storage, and disposal of hazardous materials and by helping to educate staff, faculty, and students about the proper handling of these materials and about the actions to be taken in the event of an accident.

As students of Thiel College and future health care professionals, you should be concerned with the quality and safety of the environment in which you work and live. To work in the Anatomy lab, you must:

1. Complete the OSHA Universal Precautions and Blood Borne Pathogens training and quiz in PA 501 as a means of helping you to learn more about the exposure risks associated with dissection and the anatomy laboratories.
2. Sign an attestation that you understand and will comply with all rules in this document, as well as all other instructions given by the course director.
3. Ask any questions you may have about safety procedures or other lab issues.



**Thiel College Physician Assistant Program
Anatomy Laboratory Manual
Receipt and Acknowledgement**

I acknowledge that I have received and read the Thiel College Physician Assistant Program Anatomy Laboratory Manual and have had an opportunity to have any questions answered regarding its content.

I understand and acknowledge that I am bound by policies and procedures contained in the Thiel College Physician Assistant Program Anatomy Laboratory Manual, the Thiel College Student Handbook, and the Thiel College Catalogue. I agree to abide by the policies and procedures contained in these documents.

The Thiel College Physician Assistant program reserves the right to update the Physician Assistant Program Clinical Anatomy Laboratory Manual without prior notice. The most recent Physician Assistant Program Anatomy Laboratory Manual supersedes all previously distributed versions.

My continuation in the Thiel College Physician Assistant program will be contingent upon submission of a signed and dated Receipt and Acknowledgement form

Name (print) _____

Signature _____ Date _____

Acknowledgement of Updates to the Thiel College Physician Assistant Program Anatomy Laboratory Manual, if applicable:

Date _____ Name _____

Signature _____

Date _____ Name _____

Signature _____

Date _____ Name _____

Signature _____



Thiel College Physician Assistant Program Incident Report

Student Name: _____

Date Form Completed: _____

Date Incident Occurred: _____ Time: _____

Location/Address where incident occurred:

Preceptor/Site/Instructor Name _____

Preceptor/ Site/Instructor Telephone #: _____

Has an Incident Report been filed at the Institution/Office? Yes _____ No _____

If yes, who filed the report? _____

Describe the incident in detail. Include date, time, and names of any other personnel present, etc. Attach additional sheets, if necessary. _____

Student Name (Signature) _____ Date _____

PA Faculty Name (Signature) _____ Date _____