



City of Charlottesville
Parks and Recreation Department
ACCIDENT/INCIDENT REPORT



CIRCLE ONE: PLEASE PRINT	INCIDENT: Stolen phone	ACCIDENT	DATE of Incident: 5/7/16
Report should be submitted to the Parks and Recreation Division Manager within 24 hours			<input checked="" type="checkbox"/>
Location Facility/ Program: Carver Recreation Center (Multi Purpose Rec)		Phone: 434 806 2170	
Name of Participant/Injured Party: Nicole Barney		Participants age:	
Specific Area where the accident/incident occurred: In the Multipurpose Room in the kitchen			
Parent/Guardian: _____		Phone (H): N/A	Phone (W): N/A
		Phone (C): (434) 806-2170	
Address: 301 Lyde Avenue #1086 Louisa, VA		Zip: 23093	
Description of Accident/Incident (What occurred? What was the patron doing? Please be as specific as possible.)			
My phone was left on the kitchen counter with the walkie-talkie on top of my phone, and after on the dance floor for 3-4 minutes I came back and my phone was gone and the walkie-talkie was in the same spot. I moved the counter looked over and under all around the area asked patrons if they saw it also made an announcement over the intercom!			
Note: If more space is needed please use reverse side of form			
Injured Body Part – Specify Right or Left			
_____ leg/foot	_____ head/neck	_____ ears/nose/mouth/teeth	
_____ knees	_____ torso/back	_____ internal	
_____ shoulder	_____ hand/arm	_____ other _____	
WITNESSES:			
Name:	Address:	Phone:	
Name:	Address:	Phone:	
Name:	Address:	Phone:	
Police Contacted: <input checked="" type="radio"/> yes / <input type="radio"/> no	Fire Contacted: <input checked="" type="radio"/> yes / <input type="radio"/> no	Rescue contacted: <input checked="" type="radio"/> yes / <input type="radio"/> no	
Name:	Name:	Name:	
Transported: <input checked="" type="radio"/> yes / <input type="radio"/> no Transported to:			
STAFF ACTION – Explain how staff responded including blood borne pathogen procedures followed: I immediately called 911 a police officer came quickly (Officer Harvey) investigated the scene and it appeared under the place in the kitchen that was already looked at!			
Staff in Charge: Shawn Daniel	Staff completing form: Nicole Barney	Time of event: 10:15	
Report Filed By: Nicole Barney	Date: 5/7/16	Time: 10:30	
Date/Time Received by Supervisor: <i>Shawn Daniel</i>			