GBS Injury and Incident Report Form – Guidance Notes.

Please use this form to report any incident or injury that occurs within the closed competition piste, including designated training courses if they are within the closed area. This includes incidents where one person collides with another e.g. a competitor falls and collides with an official or spectator; in this case a separate form for each injured person is required. The form should be completed electronically, saved using the "Save-as" option, which will lock the form, and then e-mailed to the addresses below.

The purpose of this form is to provide advance warning to the governing bodies that an incident/injury has occurred. Complete as much of the form as possible. Medical agencies may not be prepared to divulge injury information depending on their rules on patient confidentiality, do the best you can – this is an immediate report and need not go into detailed specifics. Please keep to the facts, remain objective and accurate, and do not attribute blame or give an opinion.

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Event/Injured Person Information; Fill in as much as possible and use the "drop downs" where available.

Information about the injury; Tick any box that is applicable, multiple selections may be made. In the description box include as much information as you can on how the incident occurred, how the person was injured, what on-slope treatment was provided, who attended in a medical capacity (with contact details if available), and any evacuation (and if so where to). The type size will automatically adjust to keep everything entered within the box.

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Circumstances of the injury; From the choices available select the most appropriate. If you select "Not Applicable", please explain in the "other Information" box on the right. For the Weather details tick all that apply.

Other Information; Use this box to provide details of any witnesses, expansion of any other fields and anything else you feel is relevant. The type size will automatically adjust to keep everything entered within the box.

Contact details; Self-explanatory, the Race Sec/coach should have the contact details for officials/competitors/coaches etc., it may be more difficult to get this information for a spectator.

Once completed, retain a copy with the event records and e-mail the form to:

1. The relevant Governing/Organising body (one only):
   England – info@snowsportengland.co.uk
   Wales - robin@snowsportwales.net
   Scotland – safeguarding@snowsportscotland.org
   UKAFWSA – joe.williamson395@mod.gov.uk
2. Chair TD Forum – TDforum@gbski.com
3. GB Snowsport CEO – vicky.gosling@gbsnowsport.com
   Cc to sophie.keeling@gbsnowsport.com
4. The injured person (if required)

Injury & Incident Report

This form is used to collect data about injuries during training or racing in the closed area. This includes Competitors, Officials, Accredited Persons and Spectators. Please enter as much information as possible.

Information about the event

Event:	
Club:	
Place of accident:	
Date of accident:	
Race Codex:	

Information about the injured person

Name:	
Gender:	
Reg No:	
Age Cat:	
Type:	

Information about the injury

Part(s) of the body injured:

☐	Head, face
☐	Neck, cervical vertebra
☐	Shoulder, clavicle
☐	Arm
☐	Forearm
☐	Wrist
☐	Hand, finger, thumb
☐	Thorax (sternum, ribs, upper back)
☐	Abdomen
☐	Lower back, pelvis, sacrum, hip
☐	Pelvis
☐	Thigh
☐	Knee
☐	Lower Leg, Calf, Achilles
☐	Ankle
☐	Foot, heel, toes
☐	Information not available

Type of injury:

☐	Fracture, stress fracture
☐	Joint, ligament
☐	Muscle, tendon
☐	Bruising
☐	Wound, skin lesion
☐	Nervous system incl. concussion
☐	Other
☐	Information not available

Estimate of time of absence from training & competition:

◯	No absence
◯	1 to 3 days
◯	4 to 7 days
◯	8 to 28 days
◯	> 28 days
◯	Information not available

Side:	☐	Left
	☐	Right
	☐	Not applicable

Description of the incident, actions taken and (if available) injuries sustained:

Circumstances of the injury

◯	Competition
◯	Training
◯	Other ski activities on snow
◯	Training on dry land (running etc)
◯	Not applicable

Type of snow:

◯	Natural snow
◯	Artificial snow
◯	Dry slope
◯	Not applicable

Condition of the piste:

◯	Ice
◯	Soft
◯	Compact
◯	Snow treated with water (injected)
◯	Chemical products used (salt etc.)
◯	Not applicable

Weather conditions:

☐	Fine, clear
☐	Cloudy
☐	Raining
☐	Snowing
☐	Fog
☐	Poor visibility
☐	Artificial light (floodlit piste)
☐	Not applicable

Wind conditions:

◯	No wind
◯	Light wind
◯	Strong wind
◯	Not applicable

Other information, Additional Comments, Witness details, etc.

Contact Details of injured person

Address:	
Postcode	
Phone:	
Email:	

Contact details of person completing this form

Name:	
Address:	
Postcode:	
Phone:	
Email:	