

# Injured in the Animal Facility?

Clean any wound thoroughly with soap and water for 15 minutes

or

If a foreign substance gets splashed in the eye –  
use an eyewash station for 15 minutes.

If a true medical EMERGENCY, report to Emory University Hospital Emergency Department or call 911. Employee should also contact Occupational Injury Management (OIM) at 404-686-8587 or by entering ID 50464 at 404-686-5500.

**If Not**



<b>Minor Injury, Not Requiring Treatment</b>	<b>Non-emergency, Requiring Treatment</b>
<ul style="list-style-type: none"><li>• Complete an Accident/Injury Entry via PeopleSoft*.</li><li>• Notify supervisor of incident</li></ul>	<ul style="list-style-type: none"><li>• Complete an Accident/Injury Entry via PeopleSoft*.</li><li>• Call 404-686-8587 to speak with OIM during business hours (7:30 to 4:00, Monday through Friday)</li><li>• After-hours phone 404-686-5500 and enter ID 50464</li></ul>

\*If unable to access PeopleSoft for whatever reason (e.g., not an Emory employee, no internet access, etc.), call 404-686-8587 to speak with OIM during business hours (7:30-4:00 Monday through Friday). After-hours, phone 404-686-5500 and enter ID 50464.