

MRT Report of Injury or Near Miss Form

Instructions: MRT cast, crew and staff shall use this form to report all injuries or “near miss” events that occur as part of MRT productions or operations. This helps us to identify and correct hazards before they cause further injuries. This form shall be completed as soon as possible and given to the Executive Director for further action.

I am reporting: <input type="checkbox"/> Injury <input type="checkbox"/> Near miss	
Name of Person filling out the form:	
Name of Person(s) Injured or involved in the Near Miss:	
Show Title if Applicable:	
Date of injury/near miss:	Time of injury/near miss:
Names of witnesses (if any):	
Where, exactly, did it happen (e.g., MPAC on stage, tech shop in workshop area, etc.)?	
Did this injury / near miss occur at McKinney Performing Arts Center (MPAC)? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, has MPAC been notified? <input type="checkbox"/> Yes <input type="checkbox"/> No	
What activities were you doing at the time?	
Describe step by step what led up to the injury/near miss. (continue on the back if necessary):	
What could have been done to prevent this injury/near miss?	
Describe the injury, or if a near miss, how could you have been hurt?	
Did you see a doctor about this injury/illness? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Additional Information: