

First Aid Report

Recording of the first aid service

In accordance with Section 24 (6) of DGUV Regulation 1 "Principles of Prevention", records must be kept and stored for five years. The records must be treated confidentially. The information serves as proof that the injury/illness occurred during an insured activity. These records can be very important if, for example, late effects should occur. These records of first aid provided in the company are also a source of information for the recording, investigation and evaluation of non-reportable accidents at work.

Procedure for recording first aid at the HFBK Hamburg:

The accident victim fills out this digital first aid report form and sends it by email to first-aid-report@hfbk.hamburg.de, subject: First aid report

First Aid Report	
Details of the course of the accident or damage to health	
Surname, first name of the injured/ill person	
Date and time	
Accident location	
Course of the accident	
Nature and extent of the injury/illness	
Surname, first name of witnesses	
First Aid Services	
Date and time	
Type and manner of the first aid measure	
Surname, first name of the first aider	

(Stand 15.12.2023)