

# When do you have to contact OSHA?

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1. You Must Report a Fatality or Severe Injury
2. All employers are required to notify OSHA when an employee is killed on the job or suffers a work-related hospitalization, amputation, or loss of an eye.
3. A fatality must be reported within 8 hours.
4. An in-patient hospitalization, amputation, or eye loss must be reported within 24 hours.

To Make a Report (choose from the options below)

- Call the nearest OSHA office.
- Call the OSHA 24-hour hotline at 1-800-321-6742 (OSHA).
- Report online.

Be prepared to supply: Business name; name(s) of employee(s) affected; location and time of the incident, brief description of the incident; contact person and phone number.

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