

INJURY RECORD

(Required by Standards for Licensed Family Day Homes 8VAC20-800-840)

Name of Injured Child: _____

Type and Circumstance of the Injury:

Caregiver(s) Present: _____

Date of Injury: _____ Time of Injury: _____

Action Taken:

Date Parent(s) Notified: _____ Time of Notification: _____

Method of Notification: _____

Future Action to Prevent Recurrence of Injury:

Caregiver Signature: _____

Caregiver Signature: _____

Parent Signature: _____

Staff and parent signature OR two caregiver signatures are required.

NOTE: The parent must be notified IMMEDIATELY if a child has a head injury or any serious injury that requires emergency medical or dental treatment. The parent must be notified the same day whenever first aid is administered to the child. Providers must record the injury in the child's record on the day the injury occurs.