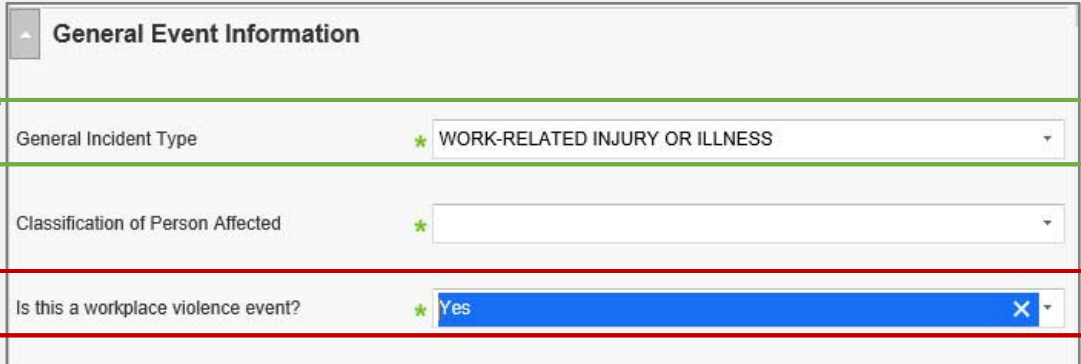


Report a Workplace Violence Incident in VERITAS

At VUMC, all employee injuries are reported online in VERITAS. *Always report a workplace violence event in VERITAS even if there is no physical injury.*

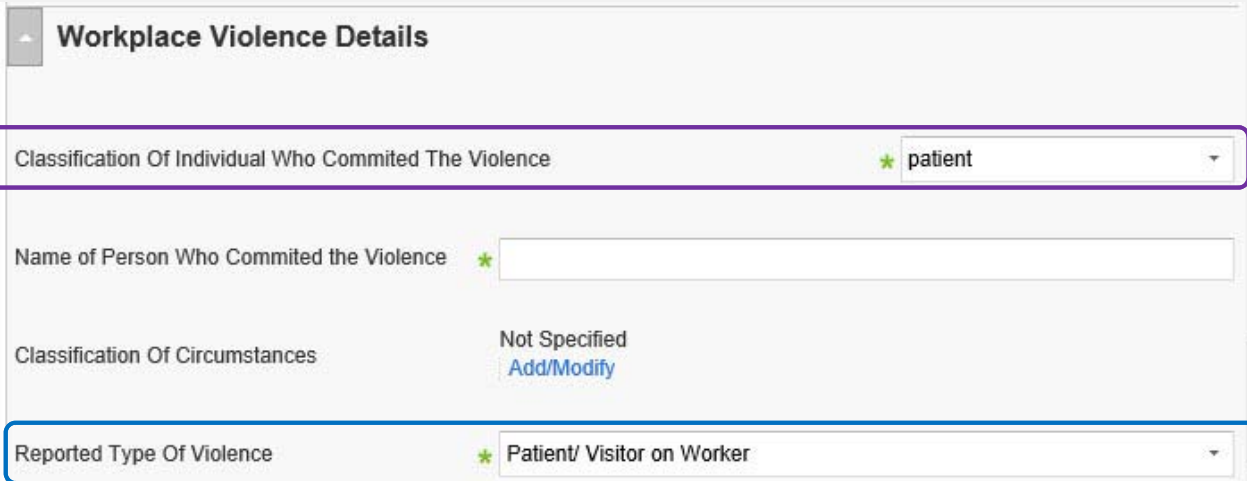
Access VERITAS (<https://veritas.mc.vanderbilt.edu>) through the VUMC Risk Management web site or through a link on all Clinical Workstations and create a new document.

1. Under **General Event Information**, select “*Work-Related Injury or Illness*” as the **Incident Type**.



2. Respond “Yes” to the question, “*Is this a workplace violence event?*”

3. After you respond “yes”, the **Workplace Violence Details** section will appear.



4. Indicate one of these for *Classification of Individual Who Committed the Violence*:

- Patient
- Visitor
- Employee
- Student

5. Indicate one of these for *Reported Type of Violence*:

- Criminal Intent
- Patient on Patient
- Patient on Visitor
- Personal Relationship
- Visitor on Patient
- Worker on Worker
- Patient/Visitor on Worker

Need help with VERITAS? Contact VUMC Risk Management at 6-0660.