

Job Corps Significant Incident Reporting System Definitions — Serious Incidents —

Alcohol-Related Incident: An incident involving the discovery of alcohol on center, or involving any student found in possession of alcohol or charged by local law enforcement agencies with illegal alcohol consumption or possession.

Arrest Prior to Job Corps: This code applies when a student is arrested for an incident that occurred prior to his or her enrollment in Job Corps.

Assault: These are acts that are commonly known as assault, battery, or mugging; any assault with a weapon or object; or any altercation resulting in medical treatment for injuries.

Breach of Security/Safety: This code applies to any incident threatening the security and safety of center students, staff, and property that may result in injury, illness, fatality, and/or property damage. Examples include arson, bomb threat, gang-related incidents, possession of gun, possession of an illegal weapon, unauthorized access to center buildings, grounds, or restricted areas, and verbal threats.

Death: Centers must report the death of any student who is enrolled in Job Corps regardless of his or her duty status. Centers are only required to report the death of a staff member if the death occurs while **on duty**, either on center or off center, or involved potentially negative media attention.

Drug-Related Incident: Incidents involving any student or staff found in possession of or charged by local law enforcement agencies with a drug offense (e.g., the illegal use, possession, or distribution of a controlled substance), or the discovery of drugs on center.

Medical Incident: Medical incidents include any diagnosis of injury, illness, or disease that is serious or widespread among students and/or staff (e.g., communicable disease outbreak, reaction to medication/immunization, emergency surgery, hospitalization, emergency room treatment).

Motor Vehicle Accident: This code applies to any incident by students or staff that involves a motor vehicle accident. Under the Secondary Incident Code menu, motor vehicle accidents with injuries should be coded as Medical Incidents. Motor vehicle accidents without injuries should be coded as Property Incidents (No Injuries).

Property Incident: Property incidents are any incidents by students or staff that involve the destruction, theft, or attempted theft of property, including automobile theft, burglary, vandalism, and shoplifting. If any type of force is used against another person, the incident is to be classified as "Assault." This category also includes natural occurrences/disasters or any other incidents that threaten to close the center or its operation (e.g., hurricane, flooding, earthquake, water main break, power failure, fire).

Safety/Hazmat: This code applies to incidents involving hazardous materials/chemicals in any solid, liquid, or gas form that can cause harm to humans, plants, animals, property, and/or the environment. A hazardous material can be radiological, explosive, toxic, corrosive, biohazard, an oxidizer, or an asphyxiant, or can have other characteristics that render it hazardous in specific circumstances.

- Hazmat/Toxic—mercury, gasoline, asbestos, lead, used syringe, blood
- Hazmat/Nontoxic—water, oxygen (can become hazardous under specific circumstances)

Sexual Assault: Sexual assault includes any alleged non-consenting sexual act involving forceful physical contact including attempted rape, rape, sodomy, and other. If forceful physical contact is not used, the incident should be reported as a Sexual Misconduct.

Sexual Misconduct: Sexual misconduct includes the intentional touching, mauling, or feeling of the body or private parts of any person without the consent of that person. Sexual harassment or unsolicited offensive behavior such as unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature is also included.

Suicide Attempt or Threat: Suicide attempt is a deliberate action by a student to self-inflict bodily harm in an attempt to kill one's self. Centers should only report a suicide threat (suicidal ideation) if it results in evaluation by a physician or mental health consultant.
