

## Occupational Health Services at the University of Tübingen

The premises of the Occupational Medical Service are located in the building

**Wilhelmstraße 27, 72074 Tübingen.**

### Responsibility

The team of the outpatient clinic of Occupational and Social Medicine is responsible for the occupational health care of all University employees, including students. Employees of the UKT should contact the responsible occupational medical service in Calwerstraße.

### Occupational Health Care

Occupational health care serves to prevent work-related health disorders, occupational diseases, maintain employability and further develop occupational health protection.

Occupational health care is based on the Ordinance on Occupational Health Care (ArbMedVV) and is geared towards activity-related hazards. Based on the risk assessment of the workplace, the employer must ensure appropriate preventive occupational health care. The invitation to the occupational health check-up is sent in writing via the HR department. **Medical confidentiality applies in all matters and inquiries.**

### Appointments and inquiries

Appointments for the occupational health outpatient clinic are made [online](#):



In the appointment confirmation e-mail, you will receive information on which documents you should bring to the appointment. Appointments can be made for students of all faculties, employees of the University of Tübingen and other companies supported by the IASV. UKT-employees should contact the occupational medical service of the UKT in Calwerstraße.

Please send your **inquiries** preferably by e-mail to [ambulanz.arbeitsmedizin@med.uni-tuebingen.de](mailto:ambulanz.arbeitsmedizin@med.uni-tuebingen.de) or to [betriebsarzt@uni-tuebingen.de](mailto:betriebsarzt@uni-tuebingen.de). You can reach us by telephone on +49 7071 29-87092.

### “Ableitungsformular”

The web-based derivation and request form (<https://www.ableitungsformular.de/>) was developed by the occupational medical service of the University of Tübingen / occupational health outpatient clinic of the IASV to make it easier for supervisors or people with personnel responsibility to derive the reasons for occupational health care. The Ableitungsformular needs to be prepared by the supervisors and handed to the employees at the preventive medical check-up appointment. Before processing the derivation form, please refer to the user information (<https://www.ableitungsformular.de/>).

## Accidents at work and commuting accidents

Accidents at work, work-related accidents and commuting accidents are covered by statutory accident insurance. At the University of Tübingen, the Unfallkasse Baden-Württemberg (UKBW) is responsible. Therefore, every work accident should be documented and reported to the UKBW so that any costs incurred can be settled accordingly.

## Report an accident

### 1. Entry in the first aid book (“Verbandbuch”)

Every first aid treatment, every accident at work and every injury (including minor injuries such as paper cuts) should be documented in the first aid book (“Verbandbuch”, “Meldeblock”). The information serves as proof that a health damage has occurred during an insured activity. This is a prerequisite for an accident to be recognized as an occupational accident.

Current: The paper report form is available from the [Occupational Safety Department](#).  
In progress: Digital first aid book (link will follow soon)

### 2. Accident report

Accident reports for e.g. commuting accidents, accidents on university premises

- Students report accidents to the Studierendenwerk using a [form](#). In the event of an accident during a course, the teaching staff must sign the accident report.
- Employees and civil servants must submit a [form](#) to the Human Resources Department. The accident report must be signed by the supervisor.

The accident reports are forwarded to the UKBW and for accident analysis to the Staff Council, the company medical service and the Occupational Safety Department.

In the event of **needlestick or cut injuries** and contact with infectious material, contact the D-doctors in the emergency room of the CRONA clinics or (in the case of accidents that have occurred there) in the BG clinic immediately. Ideally, you should see the D-doctor within two hours on the day of the accident.

In addition to the presentation to the D-doctor (who also reports the accident to the UKBW), **students of the Faculty of Medicine** must submit an accident report via the UKT portal. PJ students can submit this accident report themselves (access to the UKT portal is available), all other students should contact the supervising doctor.

For the **necessary follow-up care**, usually three times **6 weeks, 12 weeks and 6 months after the event**, please make an appointment online in our outpatient clinic.

### Accident report - checklist

- Entry in the first aid book
- Accident report via [Studierendenwerk](#), [HR department](#) or [D-doctors](#) (for accidents outside of Tübingen visit: [D-doctors search of the DGUV](#))
- MFT: additionally, accident report via the UKT portal

