

# Duplicate or Erroneous Reports – Quick Reference Guide

## WORKPLACE VIOLENT INCIDENT REPORTING SYSTEM FOR HOSPITALS

DEPARTMENT OF INDUSTRIAL RELATIONS - DIVISION OF OCCUPATIONAL SAFETY AND HEALTH



### DUPLICATE REPORTS

If you submit a duplicate report:

- Email [DOSHWPV@dir.ca.gov](mailto:DOSHWPV@dir.ca.gov)
- Provide the incident ID numbers for both reports.
- Indicate which report you would like us to retain.



### ERRONEOUS REPORTS

If you submit a report in error:

- Email [DOSHWPV@dir.ca.gov](mailto:DOSHWPV@dir.ca.gov)
- Provide the incident ID number for the erroneous report.

Cal/OSHA will:

- Mark the report “duplicate” or “error” on the report list.
- Not count the report in our statistics.

wpvs	Go to	Number	Search	1	to 1 of 1
Number	Created by	Short Description	Created	Status	
%1726	Search	Search	Search	Search	
<a href="#">WPV0001726</a>	<a href="mailto:karasuno@gmail.com">karasuno@gmail.com</a>	Workplace Violence Incident Online Report	04-11-2017 10:05:15	Error	

### Notes:

- The duplicate or erroneous report remains in the system but you have read-only access.
- For more information, watch the tutorial *Reviewing and Revising Submitted Reports* here: <https://youtu.be/ABATINFE3K0>