

Accident Investigation Techniques

Live Training

Dates: Varies

Length: 60 Minutes

Description

This training examines effective procedures for accident investigations. A thorough investigation can determine how and why accidents or near-misses occur, helping to prevent more disastrous situations. Also included is the six-step process for an effective accident investigation and the report to be issued upon completion.

Course Outline

1. Introduction – 2 min
 - a. Lesson objectives
 - i. Define the difference between accidents and incidents
 - ii. Use the six steps discussed to conduct or review an accident investigation
 - iii. Identify and create risk reducing recommendations based on the evidence and facts collected
 - b. Purpose of accident investigation
 - i. Determine the root cause(s)
 - ii. Prevent future incidents/accidents
2. Accident investigation Overview – 10 Min
 - a. Incident vs accident discussion
 - i. Definition/qualities of incident
 - ii. Definition/qualities of accident
 - iii. Practice activity
 - b. Creating an accident investigation plan
 - i. OR-OSHA requirements
 - ii. What an investigation plan should include
3. Conducting an Accident Investigation – 30 min
 - a. How to gather information
 - i. Step 1: Secure the accident scene
 1. Preserve any evidence or clues that help determine root cause
 2. Keep employees safe
 - ii. Step 2: Collect facts about what happened
 1. Review the facts
 2. Items to review
 3. Documenting
 - b. How to Analyze the Facts
 - i. Step 3: Determine the sequence of events
 1. Examples

- ii. Step 4: Determine the cause(s)
 - 1. Analyze the injury event to identify and describe the direct cause of injury
 - 2. Analyze the **events** just prior to the injury - identify the conditions and behaviors that caused the injury.
 - 3. Examine conditions and behaviors to discover other conditions and behaviors that contributed to the incident/accident.
 - 4. Study each contributing condition and behavior to determine if flaws exist in carrying out safety policies, programs, plan, processes, procedures or practices.
 - 5. Determine what implementation flaws may be part of the underlying design weaknesses.
- c. How to Implement Solutions
 - i. Step 5: Creating recommended improvements
 - 1. Engineering controls to remove or reduce the hazard
 - 2. Management controls
 - 3. Personal protective equipment
 - a. Examples
 - ii. Step 6: Writing the report
 - 1. Samples
- 4. Knowledge check exercise – 15 min
- 5. Q&A / Wrap up – 8 min

Instructor Bio*

*Please note that each of our safety managers does this training, I have provided each of their bios however they do not present this together.

Katie Durfee

Katie Durfee joined CIS as a risk management consultant in April 2017. Katie came to CIS from Oregon City where she served in the city manager's office, overseeing risk management, claims and the coordination of emergency preparedness training. Prior to joining Oregon City, Katie served as a Chief Deputy County Clerk for Valley County, Idaho and managed the County's Risk Management program. She has previously served as the President for the Idaho Chapter of PRIMA, as well as participated on several National PRIMA committees, including the Leadership Development Committee. Katie has more than eleven years of local government experience. She holds a Bachelor of Science degree in Business Administration with a concentration in Human Resource Management from Colorado Technical University.

Laurie Kemper

Laurie Kemper joined CIS in 2010 as the Risk Management Consultant for the Southern Oregon region (which includes members south of Lakeside/Oakland/La Pine, and east to Lakeview). Laurie has over 10 years' experience working with public entities. Prior to joining CIS, her work experience included serving as Jackson County's Risk Manager. She also worked for seven years at Washington County in Finance, IT, Land Use and Transportation, and the Assessor's office. Laurie's education includes a Bachelor of

Science degree from Fordham University in Public Accounting. She currently serves as one of the board of directors for Oregon PRIMA, and participates in the Southern Oregon Chapter of ASSE.

Lisa Masters

Lisa Masters is the Senior Risk Management Consultant for the eastern Oregon region. She has over 26 years of experience working with public entities and 19 years working in safety, workers' compensation, risk management and the insurance industries. Her work experience includes working in the risk management and underwriting departments at SAIF Corporation, as a Loss Control Consultant at the ESD 112 in Southwest Washington, the Risk Manager of Jackson County, and the Personnel/Safety Manager for Southern Oregon Head Start. Lisa's education includes a Bachelor of Science degree from Oregon State University in Business Management and an Associate in Risk Management designation.

Tom BeLusko

Tom BeLusko is the Senior Risk Management Consultant for the greater part of northwest Oregon from the north coast of Tillamook County through the Columbia River as far east as Sherman County. Prior to joining CIS, Tom spent more than 28 years in the insurance industry with most of that time spent as an insurance agency principal at WSC Insurance where he led the agency's public entity and private university practice groups. Graduating from the University of Portland with honors, Tom earned a degree in Business Administration while on The Bluff. Tom also holds an Associate in Underwriting (AU) designation, as well as a being a 20-year recipient of the Certified Insurance Counselor (CIC) designation.