

Category: Health & Safety

Subject: Review of Health and Safety Trends

Policy:

ILCWR reviews the health and safety trends of the organization on a quarterly basis. Preparation of the trends review will be done by the Employee Health Coordinator. ILCWR will identify areas for corrective action.

Procedure:

The EHC will create the summary of all injuries, near misses and reviewing patterns of occurrence. The report may take into consideration: shift, injury type, time of day, type of equipment.

The following documentation will be reviewed when developing the Safety Trend Review:

- Incident Reports and Incident Report Follow-ups
- Health and Safety Audits
- Workplace inspections
- Critical Injury Investigations
- Work Refusal reports
- WSIB reports
- Health and Safety recommendations from the Joint Health and Safety Committee

Categories for the Trends Review are:

- Number of lost days
- Injuries by program
- Injuries by area of the body
- Injuries by task
- Number of claims filed

The EHC will compile the information in relevant charts and graphs as requested. The EHC will review the information with Leadership Team. Additional information and/or suggestions for presentation of the information may be made by Leadership Team.

Corrective Action plans will be developed by Leadership Team and shared with the EHC, Supervisors and the JHSC. This information may also be used to help identify work for the Continuous Improvement Plan.