

Safety Meeting Topic

Accident Reporting and Trends

February, 2011

The Arizona Department of Occupational Safety and Health (ADOSH) requires ASU and other employers to maintain specific records of job related injuries and illnesses, and to post an annual summary for each year beginning the first of February of the following year. The posting must remain up at least until the end of April, and should be posted on each department's bulletin boards and strategic locations throughout each campus. A copy was included with this meeting topic.

At ASU, our approach is to take every reasonable precaution to prevent work related injuries and illnesses. Unfortunately, injuries and illnesses still occur and when they do, ASU like other employers must follow regulations related to record keeping. To fulfill this obligation, ASU requires that all employees immediately report any injury or illness associated with an incident at work to their supervisor. This initiates a process to investigate the incident and put corrective action in place to prevent similar events from occurring in the future that may lead to injury or illness. To assist ASU with this process, we ask that EH&S be notified either verbally by telephone at (480) 965-6219 or electronically using forms available at <http://cfo.asu.edu/ehs-incident-reporting>. Additional forms may be asked for from Human Resources if the incident could require medical attention and result in a worker's compensation claim.

EH&S monitors our frequency of illness and injury for trends and also compare our frequency to national benchmarks, such as the average rates for colleges and universities. There are two (2) metrics typically used to monitor the frequency of injury and illness. The All Incident & Illness Rate (AIIR) and the **Days Away, Restricted, or Transferred (DART) Rate**. The rates for 2010 continue to show improvement over the previous five (5) year average, however injuries consider more serious increased over 2009 results (see table below).

	2010	2009	2008	5-Year Ave.	Ave. College 2007
AIIR	0.90	0.92	1.29	1.31	2.4
DART	0.53	0.36	0.67	0.65	1.0

While our injury rates continue to trend downward, keeping our incident rates low are important for a variety of reasons. They affect costs and productivity. More importantly, each injury or illness affects a member of the ASU Community. While there are a number of variables affecting these rates, you can help ASU keep our incident rates trending downward as follows.

1. Participate in EH&S Awareness Training Programs such as Fire Safety & Prevention and Laboratory Safety. Awareness has been proven to a big factor in preventing injuries and illnesses. Please see <http://cfo.asu.edu/ehs-training> for more information.

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2. Report any incidents that did or could have caused injury or significant property damage as described at <http://cfo.asu.edu/ehs-training>. Reporting incidents in a timely manner, even those that do not result in an injury (referred to as a near miss) provides ASU an opportunity to investigate the cause and implement corrective actions to prevent similar future occurrences.
3. Follow up on any EH&S related inspection requirement assigned to you or your organization. Often, Fire and Lab Safety Inspections identify hazards that if corrected can prevent accidents and injuries.
4. Review all Safety Meeting Topics, Alerts and Lessons Learned Documents. These documents are intended to educate the ASU Community on identified risks and potential solutions to prevent accidents. They will only be effective if they are reviewed in a timely manner.

Congratulations on improving ASU's incident rates for the third year in a row! By taking the steps listed above, we can continue to trend our accident rates in the right direction.

If you have questions about this safety topic please contact EH&S at (480) 965-1823 or EHS@asu.edu.