

OHS INCIDENT INVESTIGATIONS

AFTER AN INCIDENT – FOLLOW UP CHECKLIST

Once an incident investigation is completed, the Joint Occupational Health and Safety Committee (JOHSC) must confirm that all corrective actions have been implemented successfully. The committee should also evaluate each corrective action for effectiveness.

Here are some follow up questions for BCNU JOHSC worker representatives to ask after an incident investigation. If the answer is no to any of the following questions, follow up is required.

- Did the JOHS Committee receive the final investigation report?
- Did the appropriate JOHSC worker representative participate in finding facts, identifying root causes, and determining corrective actions for the investigation?
- Were all injured workers (if applicable) interviewed?
- Were all other witnesses to the incident interviewed?
- Are all witness names documented in the final investigation report?
- Were affected front line workers consulted during the investigation?
- Were the root causes of the incident identified?
- Were front line worker suggestions for corrective actions included in the final report?
- Were all recommendations for corrective actions implemented?
- Does each corrective action eliminate a root cause identified?
- Were corrective actions communicated to all affected staff?
- Were front line workers involved in evaluating the effectiveness of the corrective actions?
- Has there been a wellness check on the workers affected by the incident?

If the answer is yes to any of the following questions, follow up is required.

- Did the corrective actions create new problems?
- Have there been any similar incidents since the investigation was completed?

Comments: