



ACCIDENT & INJURY INVESTIGATION and REPORTING

Virtual or In-Person Safety Training Course

Target Audience: This course is designed specifically for government agency employees, department managers, agency safety officers, human resource and risk management personnel, and field supervisors.

This 2-hour course provides training on how to investigate employee accidents/incidents, vehicle accidents, and property damage accidents to determine the facts and identify variables that can be put in place to help minimize the recurrence of a similar accident/incident. Course can include any relevant agency PPMs and reporting documents/forms in the training process. Included among the learning objectives:

- Consideration of why accidents occur and basic terminology
- Basic equipment needed for accident investigation
- Reporting and documentation of employee injury, vehicle accidents, property damage and non-employee accidents
- Four steps on how to investigate an accident
 - Proper collection and documentation of information
 - Determination of the root cause
 - Documentation of the cause and actions necessary
 - Ensure follow-up is completed and effective

Students will receive a Training Certificate!



For more information or to inquire about upcoming training dates:

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