

Accident Investigation



Why attend this course?

- You want to learn how to conduct an accident investigation at your workplace
- You are responsible for the safety of your staff
- You need to understand how accidents happen so you can prevent them from happening in the future
- You are a health and safety professional and need a refresher in this essential skill
- You want to improve the safety culture in your business

This course is taught by practicing health and safety professionals who undertake real world accident investigations as part of their job.



Course content

With face-to-face teaching and plenty of engaging, interactive learning techniques, you will come away from this course with the knowledge and confidence to undertake a simple accident or near miss in your workplace. In just one day you will learn about:

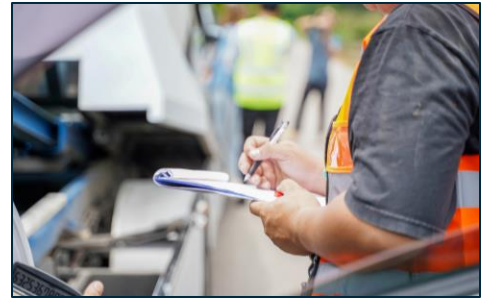
- Terms and Definitions
- RIDDOR
- Human Factors
- Investigation process and planning
- Interviewing techniques and practice
- Establishing a timeline of events
- Causation
- Report writing and recommendations
- Calculating Accident Statistics



Assessing learning outcomes

There will be ongoing **tutor assessment** during the exercises and you will need to pass a short, **written test** at the end of the course to gain your certificate.

Prior Knowledge – a good working knowledge of health and safety is useful but not essential.



Course duration

- 1 day



Refresher training

- Certification renewal advised after 3 years



Please bring

- An open mind and a willingness to share your valuable experiences with the group



Handouts

Delegates will receive a copy of our Accident Investigation course workbook



Visit www.hcssafety.co.uk for dates and prices

Accident Investigation



Course programme guide

Introduction

- Reasons why we Investigate Accidents / Effects of Accidents / Insured and Uninsured costs / Terms and Definitions

RIDDOR

- Understanding RIDDOR / What is reportable / How and when to report / Keeping Records

Human Factors

- Understanding why people do the things they do / Personal, job and organizational factors
- Understanding Human Failures / Errors and Violations and their drivers

Investigation Process and Planning

- Levels of Investigations / HSG 245 – Stages of the Investigation
- When the call comes... / Gathering Information

Interview Techniques and Practice

- Challenges and Solutions / The P.E.A.C.E Model for interviewing witnesses

Establishing a Timeline of Events

- Case study exercise

Causation

- Identifying and Understanding Immediate underlying and root causes
- Case study exercise
- Causation models

Report Writing and Recommendations

- Structure and Communication / Making SMART Recommendations

Calculating Accident Statistics

- Calculating AFR / AIR / ASR

End of Course Test

