



SCHOOL DISTRICT NO. 71

Comox Valley



2016 Monthly Report

May 2016

School District No. 71 - Monthly Report

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The purpose of this report is to provide a practical and uniform method for recording and measuring incidents and employee injuries occurring on the job. Incident and injury rates will be compiled in accordance with the American National Standards Institute (ANSI) Z16.4 code. This information will be used to evaluate:

- The seriousness of the employees' injury trends;
- Relative need for activities designed to promote safe work practices and procedures;
- Effectiveness of activities designed to promote safety activities;
- Progress being made in improving the injury experience for employees in their work environment, and
- Basis for general analysis of injury categories to assist in prioritizing injury prevention efforts.

The records and statistics covers the recording and treatment of data necessary for the computation of incident and injury rates of employees, and forms a general basis for analysis of the reported incident and injuries. This information will then be utilized to examine the safety and health program, which may assist in the identification of trends and what measures should be undertaken to improve incident prevention.

It will be important to realize that while numbers and statistics may indicate an up/down trend these numbers will be fluid and the statistics may vary as claims are accepted/ denied or where a claim moves from health care to wage loss.

First Aid Reporting

The WorkSafeBC Regulation Part 3, Section 17 states that industry must develop and implement written procedures for the summoning and utilization of qualified First Aid Attendants. The following statistic gives an indication of how effective those procedures are in your district.

Number of days from injury to the time of reporting to either to a First Aid Attendant or Supervisor								
0-3	4-7	8-12	13-20	21-30	31-50	51 +	# of Claims	% Reported Within 3 Days
40	2	1	1	0	1	0	45	88%

WorkSafeBC Online Claims Management System (CMS) gives the worker the ability to start a claim, following an injury, online or by phone. In some cases the school district is not aware that an injury has occurred. The worker has only informed WorkSafeBC or their physician at this point, rather than having reported to a supervisor. This method of reporting is generally known as a pre-fill.

Number of Pre-Fills Prior to SD Notification												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2	4	6	2	2	0	0	0	0	0	0	0	16

The number of monthly prefills in the above table may be indicative of the details of the incident not reaching the Supervisor in a timely fashion or lack of communication leading to incident investigation delays.

Occasionally, a worker may inform their Principal or Supervisor that they are visiting a Physician without making reference to a workplace injury. Staff should be informed of the First Aid Written Procedures which should communicate the following steps:

1. They MUST be assessed by the site-based First Aid Attendant.
2. They MUST clearly communicate if they will be seeing a physician.
3. They MUST report to a supervisor to ensure that a timely incident investigation is conducted.

DURATION AND INJURY RATE (Severity and Frequency)

WorkSafeBC has indicated two specific types of claims; one being those where an injured worker reports to their physician and then returns to work. This is a Health Care Only (HCO) claim. A Wage Loss Claim would be established when a worker is injured, sees their physician, who then recommends the worker take some time off to recuperate.

Duration (Severity)

Lost Time Days

Lost time days result from an injury/ incident that results in one or more lost workdays other than the day of the incident. The following graph gives you a good idea of the duration of injuries/ incidents which may be occurring within your district. Lost time in days will fluctuate from month to month as claims may not be accepted within the month of injury.



Number of Work Days Lost												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
28	3	17	35	60	0	0	0	0	0	0	0	0

Injury Rate (Frequency)

Number of Claims

The injury rate is the number of incidents that result in a worker requiring the medical attention of their physician. The following statistic will indicate how your district is progressing with frequency of claims and the resulting affect on your injury rate.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Wage Loss	4	6	2	5	3	0	0	0	0	0	0	0	20
Health Care	7	3	8	1	6	0	0	0	0	0	0	0	25
Total	11	9	10	6	9	0	0	0	0	0	0	0	45

CLAIMS – BY OCCUPATION

This statistic should allow you to be able to focus your attention and resources to determine why one group is higher than the other. By virtue of their numbers teachers may traditionally lead in terms of number of claims.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Administration	1	0	0	0	0	0	0	0	0	0	0	0	1
Bus Driver	0	0	0	0	0	0	0	0	0	0	0	0	0
Clerical	0	0	1	0	0	0	0	0	0	0	0	0	1
Custodian	0	0	0	0	0	0	0	0	0	0	0	0	0
Education Assistant	5	1	2	3	2	0	0	0	0	0	0	0	13
Kitchen/Cafeteria Worker	0	0	0	0	0	0	0	0	0	0	0	0	0
Maintenance/Grounds	0	1	0	1	1	0	0	0	0	0	0	0	3
Other: (Computer Tech, Strong Start Worker, Therapist/Counselor)	0	0	2	0	0	0	0	0	0	0	0	0	2
Student Supervisor	0	0	0	0	0	0	0	0	0	0	0	0	0
Teacher	5	7	6	2	6	0	0	0	0	0	0	0	26
Total	11	9	11	6	9	0	0	0	0	0	0	0	46

CLAIMS – BY INJURY CAUSATION

The following statistic could very well be one of the more important ones for the District Health and Safety Committee to focus on. By doing an analysis of the causation of incidents and a review of incident reports you can then put an action plan together to reinforce prevention.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Act of Violence	0	0	0	0	0	0	0	0	0	0	0	0	0
Acts of Bullying/Harassment	0	0	0	0	0	0	0	0	0	0	0	0	0
Acts of Communication	1	0	0	0	0	0	0	0	0	0	0	0	1
Body motion	1	3	1	1	4	0	0	0	0	0	0	0	10
Ergonomic issue	0	0	0	0	0	0	0	0	0	0	0	0	0
Exposure/Allergy	0	0	0	0	0	0	0	0	0	0	0	0	0
Fall from height	1	0	0	1	0	0	0	0	0	0	0	0	2
Fall from same height	1	1	3	1	0	0	0	0	0	0	0	0	6
Interaction with animals	0	0	0	0	0	0	0	0	0	0	0	0	0
Interaction with debris	0	0	0	0	0	0	0	0	0	0	0	0	0
Interaction with equipment	0	0	0	0	1	0	0	0	0	0	0	0	1
Interaction with person	0	1	3	0	0	0	0	0	0	0	0	0	4
Lifting/Carrying/Moving	0	1	0	1	2	0	0	0	0	0	0	0	4
Movement on uneven ground	0	0	0	0	0	0	0	0	0	0	0	0	0
Slip/Trip	3	1	3	2	0	0	0	0	0	0	0	0	9
Spill Chemical	0	0	0	0	0	0	0	0	0	0	0	0	0
Spill Hot Liquids	0	0	0	0	0	0	0	0	0	0	0	0	0
Struck by/against object	6	2	4	0	4	0	0	0	0	0	0	0	16
Vehicle accident	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	13	9	14	6	11	0	0	0	0	0	0	0	53

This document is more than statistics. It's a foundation for WorkSafeBC and your District to understand the causes and patterns of injuries, and to initiate prevention strategies. And more importantly, behind every statistic is a human being. Without data, there can be no understanding of why injuries happen; without understanding, there can be no effective management of work-related risks.

Yours in safety

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