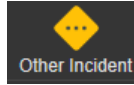


Other Incident Module



It is important for an organization to be able to track all different types of incidents that may occur at any given facility and the Other Incident module is the perfect way to accomplish this by allowing for the flexibility to define any otherwise uncategorized incident type(s). Add as many customized types as needed to meet your corporation's business requirements and track them all in one easy central location within this module. Capture key incident details including, but not limited to, the date/time, location, brief description, any associated employee details, as well as investigate underlying causes that led up to the occurrence. Assign corrective actions, track updates, and submit any incident type for review to a completely customizable hierarchy of supervisors. Any information input into this module can be generated on demand using the custom reporting and can subsequently be scheduled for automated delivery to any desired group of recipients. Additionally, create unique scorecards to easily visualize all of your key performance indicators in one view.

Incident Form - Other

Case Number: New Incident Created By: Rebekah Youssi Created On: 2/28/2017 10:28 AM PST Save and Close

General Details Employee Details Other Incident Details Causal Factors Root Cause

Location Details

Work Location: Dallas *Case Status: OPEN - (GATHERING INFORMATION)

Major Event (if applicable): [SELECT ONE] Location Code: Manufacturing

*Incident Level: [SELECT ONE]

*Severity Consequence Matrix: [SELECT ONE]

Did accident occur on employer premises? Yes No

Dates, Times and Preparer Information

*Date of Incident: [SELECT] Incident Time: - : - : - *Date Reported to Employer: [SELECT] Time Reported to Employer: - : - : -

Work Shift: [SELECT ONE] Part of Shift: [SELECT ONE]

*Preparer First Name: Rebekah *Preparer Last Name: Youssi *Preparer Phone: *Preparer Title:

Preparer Information is the same as Contact? Yes No

What was the date the claim was submitted?: [SELECT]

General Details

Work Station/Area: [SELECT ONE] Specific Location (Loading dock, Warehouse, etc.):

*Give a Brief Description of the Incident:

Employee and/or Contractor description of what happened:

What Happened Review / Approval Cost / Hours Files People Involved Communication Corrective Actions Updates History

Save and Close 4.5.1702.101