



InterSafe

The Essentials of Incident Investigation Training Course

InterSafe has investigated approximately 10,000 incidents that resulted in fatal or permanent damage. Collecting quality evidence is essential to understanding the incident and therefore recommending effective change for the future.

“We cannot effectively manage what we do not understand.”

InterSafe regularly audits Investigation Reports. A regular observation is that investigators do not collect quality data in order to clearly understand the incident phenomena. Opportunities for understanding and implementing effective change are lost.

This course is designed to complement existing analysis tools by assisting investigators to gather quality evidence and develop a quality incident description. These are Essential for quality Incident Investigation.

Course Objectives:

To assist incident investigators to;

1. Effectively gather quality information,
2. Prepare a quality incident description.
3. Evaluate the effectiveness of identified controls.

Course Prerequisites:

It is preferable that participants have completed a course that includes a section on incident analysis. E.g. TopRoot, ICAM, or Essential Factors. A suitable level of literacy and numeracy is assumed.

Course Delivery:

This 2 day course is normally delivered on-site using client training facilities.

Course Participants:

The course is designed for 12 – 15 persons who investigate workplace incidents.

Course Content:

This course is customised to the client's industry. A course overview follows.

Incident Investigation – The InterSafe Way

Contact **Roger Kahler** or **Phillip Byard** on **07 3895 8111** for more details.

Phone Toll Free:
1800 8111 01
anywhere in Australia

InterSafe

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(07) 3895 8111 ph
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Course Overview:

1. Introduction
2. Preparation for an Investigation
 - Physical resources
 - People resources
3. Observation Processes
 - Information organisers
 - Frames of reference
4. Recording Physical Evidence
 - Taking measurements
 - Photography & videos
5. Interviews
 - Capturing the 'Story'
 - Questioning Techniques
6. Preparing a quality Incident Description
 - Summarising the 'Story'
 - Hypothesis forming & testing
7. Evaluating Recommendations
 - VAACS Effectiveness criteria
 - Haddon's Energy Management Strategies
8. Conclusions

Assessment for Competency:

An informal assessment for competency is conducted by;

- Completion of written exercises.
- Participation in group discussion.
- Completion of case studies in small group activities.
- Observation and questioning by trainer.

InterSafe is a Registered Training Organisation (RTO).

The following courses in **Incident Investigation** are also available:

- Essential Factors - 1 day course in Basic Incident Investigation Process & Analysis
 - Essential Factors – 2 day course (Nationally recognised qualification)
- ART-T – 3 day course in Advanced Incident Investigation Process & Analysis

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