

## Implementing and Managing an Effective Accident Investigation Program

*Authored by  
Albert L. Sica*

### **Implementing and Managing an Effective Accident Investigation Program**

No one wants accidents to happen; but if an accident does occur, it is important to make changes so similar accidents do not occur in the future. Through a formal accident investigation procedure, organizations determine the root cause(s) of incidents and take action to prevent a recurrence.

Conducting effective accident investigations is crucial for organizations that want to reduce workplace injuries and illnesses. If left unchecked, today's near miss can become tomorrow's accident or major disaster.

Accident investigations have many benefits, including the ability to:

- Identify and remove actions or conditions to prevent future accidents;
- Reduce potentially dangerous environments and processes by identifying risks;
- Help streamline inefficient processes leading to improved quality;
- Analyze accident trends in order to combat increasing risks.

To be able to benefit from the utilization of accident investigations, the fundamentals of the program should be integrated into the company's written safety and health program.

### **Principles of all accident investigation programs include education, training and reviews.**

Minimum training for all employees should include the following elements:

- An explanation of the Accident Investigation program;
- Prompt reporting of accidents and near misses;
- Review of the accident investigation form.

To make the process work, everyone within the organization needs to understand their role and responsibilities.

By integrating thorough accident investigation procedures into the company's safety protocols and ensuring active participation from all levels of the organization, from upper management to individual contributors, companies can significantly enhance their safety measures.

There should also be a systematic and periodic review of the program that takes place annually. The Program Administrator, responsible for the program's implementation and management, will conduct a review to assess the progress and effectiveness of the overall program.

If you have any questions on claims or incident response or want to discuss your company's claims process, please contact Maggie Ingels, Senior Consultant, Claims and Risk Services, at 732-395-4262 or [mingels@thealsgroup.com](mailto:mingels@thealsgroup.com).