

A. Company Information

Firm Name					Firm Number			Rate Number					
Address													
City/Town								Postal Code					
Reporting Period		From			To			Prepared by			Date		
		Day	Mo.	Year	Day	Mo.	Year				Day	Mo.	Year

B. Summary of Key Findings

C. Recommended Actions



D. Nature of Injury or Disease

Department/ Occupation	Amputations	Bruises, contusions	Burns (chemical)	Burns or scalds (heat)	Cuts, lacerations	Fractures	Inflammation/irritation of joints, tendons or muscles	Multiple injuries	Occupational illnesses or disorders	Scratches/abrasions	Sprains, strains, tears	Surface wounds (foreign bodies)							Total		
																			As a %	%	
																				%	
																				%	
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Total																				Total	%
As a %																				As a %	%

Injury Analysis Report
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E. Part of Body

Department/ Occupation	Ankle(s)	Arm(s) (above wrist, not elbows)	Back (including back muscles, spine, spinal cord)	Elbow(s)	Eye(s)	Finger(s)	Foot/feet	Hand(s)	Head (not including eyes)	Internal injuries	Knee(s)	Leg(s) (not knee(s))	Multiple body parts	Shoulder(s)	Wrist(s)	Total
																As a %
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																%
Total																%
As a %																%

G. Event or Exposure

Department/ Occupation	<i>Bodily reaction</i>	<i>Caught in or compressed by equipment or objects</i>	<i>Contact with temperature extremes</i>	<i>Exposure to caustic, noxious or allergenic substances</i>	<i>Fall on same level</i>	<i>Fall to lower level</i>	<i>Overexertion (in lifting, pulling, pushing, carrying, etc.)</i>	<i>Repetitive motion</i>	<i>Rubbed or abraded by foreign matter in eye</i>	<i>Struck against object</i>	<i>Struck by object</i>						Total	As a %
																		%
																		%
																		%
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																		%
Total																		%
As a %																		%

H. Recurring Injuries and Diseases

Recurring injuries and diseases present a major opportunity for management control. For this reason, they should be analyzed here and highlighted in the Summary of Key Findings (see section B).

The two most common types of recurring injuries are:

1. Musculoskeletal injuries to the back and other parts of the body, such as the shoulders, elbows, and wrists that continue to happen to the same person.

These injuries generally develop over time as a result of exposure to one or more of the following major risk factors: awkward posture; excessive force; and high rates of repetition. In these cases, the preventive strategies must reduce or eliminate the worker's exposure to the risk factors which contributed to the injuries.

2. Injuries that have a similar source and nature or source and part of body.

These injuries and diseases will likely be effectively controlled by addressing the event or exposure which caused the injury or disease.

Nature	Part of Body	Source	Number of Similar Cases in the Past ____ Years

I. The Cases

All Cases	Cases	As a % of total
From form 7 reports		
From first aid reports		
Total		

Lost Time Cases	Cases	As a % of total
Total lost time cases		
Total days lost	Days lost	
Average days lost per case	Days lost per case	

Health Care Cases	Cases	As a % of total
Total health care cases		

J. Day & Time of Injury or Disease

Day of Injury or Disease	Cases	As a % of total
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Total		

Time of Injury or Disease													
	12:01-12:59	1:00-1:59	2:00-2:59	3:00-3:59	4:00-4:59	5:00-5:59	6:00-6:59	7:00-7:59	8:00-8:59	9:00-9:59	10:00-10:59	11:00-11:59	Total
a.m.													
p.m.													

K. The Injured Workers

Length of Time on the Job	Cases	As a % of total
1 - 7 days		
8 - 30 days		
31 days - 6 months		
More than 6 months, but not more than 1 year		
More than 1 year, but not more than 3 years		
More than 3 years, but not more than 5 years		
More than 5 years		
Total		

Age	Cases	As a % of total
15 - 19 years		
20 - 23 years		
24 - 30 years		
31 - 40 years		
41 - 50 years		
Over 50 years		
Total		

Gender	Cases	As a % of total
Female		
Male		
Total		

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Industrial Accident Prevention Association
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