



Incident Tracker

Web EHSdesk™ provides a fully integrated suite of web-based software applications designed to support administrative, operational, and business process information management associated with Environment, Health, and Safety (EHS).

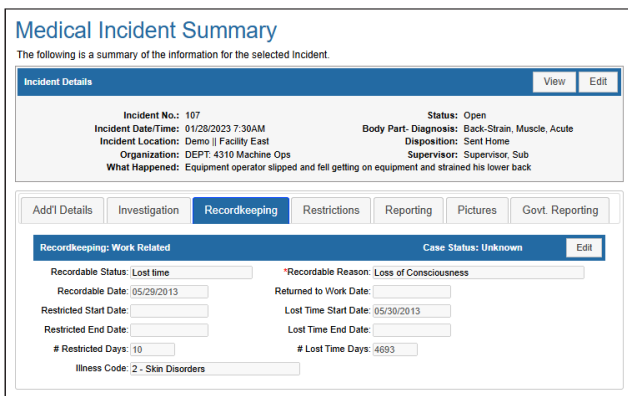
The **Incident Tracker (ITA)** application tracks and maintains EHS incidents for medical (injuries, illnesses), other (near hits, unsafe acts), and environmental (spills, releases). Incident Tracker manages detailed information for each incident including: initial input, automatic e-mail notifications, responsible organization, and OSHA recordkeeping. Integrated incident investigation is managed in the Corrective Action Request (CAR) application. ITA can also be linked to third-party medical software.

Features and Functionality

- Medical incident records can be automatically created via a customized medical interface or input manually
- Abbreviated “Step-by-Step” format available for ease of use
- Simple web forms available for submitting near hits or opportunities for improvement
- Extensive additional details included per incident (e.g., process/activity, regulatory data, etc.)

Benefits

- Provides supervisors and managers with a standard mechanism to track and manage the progress of incident reporting and investigation
- Reduces occurrence of incidents through tracking and root cause analysis
- Reduces risk of penalties/fines for non-reporting or under reporting
- Enables timely communications through e-mail notification



Medical Incident Summary
The following is a summary of the information for the selected incident.

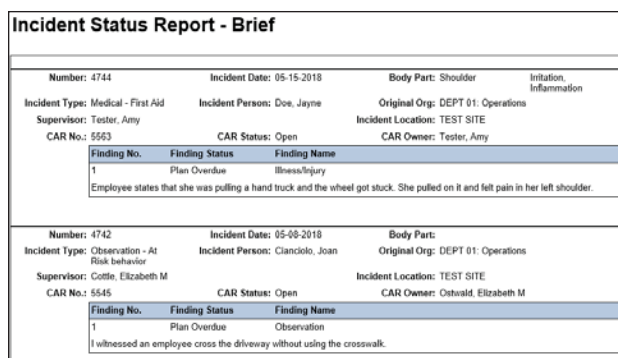
Incident Details [View] [Edit]

Incident No.: 107 Status: Open
 Incident Date/Time: 01/28/2023 7:30AM Body Part- Diagnosis: Back-Strain, Muscle, Acute
 Incident Location: Demo | Facility East Disposition: Sent Home
 Organization: DEPT. 4310 Machine Ops Supervisor: Supervisor, Sub
 What Happened: Equipment operator slipped and fell getting on equipment and strained his lower back

Recordkeeping: Work Related Case Status: Unknown [Edit]

Recordable Status: Lost time *Recordable Reason: Loss of Consciousness
 Recordable Date: 05/29/2013 Returned to Work Date:
 Restricted Start Date: Lost Time Start Date: 05/30/2013
 Restricted End Date: Lost Time End Date:
 # Restricted Days: 10 # Lost Time Days: 4693
 Illness Code: 2 - Skin Disorders

Medical Incident Summary



Incident Status Report - Brief

Number: 4744	Incident Date: 05-15-2018	Body Part: Shoulder	Initiation: Inflammation
Incident Type: Medical - First Aid	Incident Person: Doe, Jayne	Original Org: DEPT 01: Operations	
Supervisor: Tester, Amy		Incident Location: TEST SITE	
CAR No.: 5553	CAR Status: Open	CAR Owner: Tester, Amy	
Finding No.	Finding Status	Finding Name	
1	Plan Overdue	Illness/Injury	
Employee states that she was pulling a hand truck and the wheel got stuck. She pulled on it and felt pain in her left shoulder.			

Number: 4742	Incident Date: 05-08-2018	Body Part:	
Incident Type: Observation - At Risk behavior	Incident Person: Cianciolo, Joan	Original Org: DEPT 01: Operations	
Supervisor: Cottle, Elizabeth M		Incident Location: TEST SITE	
CAR No.: 5545	CAR Status: Open	CAR Owner: Ostwald, Elizabeth M	
Finding No.	Finding Status	Finding Name	
1	Plan Overdue	Observation	
I witnessed an employee cross the driveway without using the crosswalk.			

Incident Status Report - Brief

- Incident details are integrated with company master data sources for equipment, building, people, and process
- Injury data is OSHA compatible, allowing for body and treatment data assigned an OSHA recordable code
- Incident investigation and follow-up is managed in the CAR application
- Formatted “Update My Incidents” window available to display all incidents belonging to a supervisor
- Typical users include Medical, Supervisors, EHS Personnel, EH&S Management

E-mail / Reports

- Ad hoc reporting is available with flexible reports and graphs with multiple filters and sorts; reports/graphs can be printed or saved to an Excel™ or Acrobat™ format
- E-mail notifications to supervisors and other personnel document incident and trigger the incident investigation
- Investigation e-mail(s) sent via the Corrective Action Request (CAR) application
- Ability to print the OSHA 300 Log

Compliance

Facilitates compliance with 29 CFR 1904; assists in meeting requirements of ISO 45001



Integration Points

- **Occupational Health Manager (OHM) (third party software):** receives data feeds from OHM to automatically create the injury incident for work related medical cases. Links to the OHM Case Management application and OHM OSHA Recordkeeping application for subsequent updates
- **EHSdesk Web Forms:** easy-to-use interface available to employees (no logon required) to submit near hits and opportunities for improvement with automatic e-mail notification
- **EHSdesk Corrective Action Request (CAR):** links to the CAR application, where a CAR is created for each incident to document incident investigation
- **EHSdesk Risk Assessment (RA):** a related risk assessment can be identified and linked
- **EHSdesk Admin:** identify equipment related to an incident
- **EHSdesk Material Tracker (MAT):** associate materials spilled/released to an environmental incident



Process Flow

