

Manager Forum – WorkSafe Notifiable Incidents

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Agenda

- Introduction
- Understand if an incident is reportable to Worksafe and how
- Resources and Support available
- Q&A via Slido - #MHMB2022



Introduction

Under the Occupational Health and Safety Act 2004 (OHS Act),

employers and self-employed persons must notify WorkSafe immediately after becoming aware a notifiable incident has occurred.

Failure to report an incident to WorkSafe is an offence and may result in prosecution.



Overview for Managers – what is notifiable?

Incidents resulting in:

- death of a person
- a person needing medical treatment within 48 hours of being exposed to a substance
- a person needing immediate treatment as an in-patient in a hospital

a person needing **immediate medical treatment** for :

- Amputation
- serious head injury or serious eye injury
- removal of skin- de-gloving, scalping)
- electric shock
- spinal injury
- loss of a bodily function
- serious lacerations (example: requiring stitching/ other medical treatment)

You must also report the following incidents if they expose a person to a serious risk to their health or safety emanating from an **immediate or imminent exposure**

- an uncontrolled escape, spillage or leakage of any substance, including dangerous goods
- an implosion, explosion or fire, or
- electric shock, or
- the fall or release from a height of any plant, substance or thing, or
- the collapse, overturning, failure or malfunction of, or damage to, any plant, the collapse or partial collapse of a building or structure, or
- the collapse or failure of an excavation or tunnel.



Q&A



Overview for Managers **What to I have to do?**

- Make sure the person is ok?
- Is it notifiable to Worksafe?
- Contact the Safety Team if you need help
- Inform your manager

- Verbal report to WorkSafe followed by written report
- Worksafe reference numbers added to Riskman

- Take photo's of incident site
- Start the incident investigation
- Let your team and HSR know about details of what happened, to help get ideas on solution



Overview for Managers

Who is responsible for notifying Worksafe and how is this done?

Day Shift

- Local Area Manager







After Hours

- NCO



Updated and new documents on PROMPT

- OHS WorkSafe Notifiable Incident Procedure
- OHS WorkSafe Notifiable Incident Guide
- OHS WorkSafe Visit Procedure

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OHS -WorkSafe Visit OHS \ Occupational Health, Safety and Wellbeing [Procedure]	 	Copy Link
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