9 Key Elements for a Successful Safety Process

Management Commitment & Employee Involvement
- Managers and owners must visibly and financially support safety.
- Safety must be treated on equal level with production and quality.
- Employees should participate in physical inspections and be able to submit suggestions for improvement.

Supervisor Accountability
- Equal emphasis on safety, performance, quality, etc.
- Safety should be tied into financial incentives.

Accident Investigation and Prompt Accident Reporting
- Employees should report all accidents and near misses so that every situation can be investigated.
- Every accident should be investigated and results communicated to employees to increase safety awareness.

Regular Safety Training
- New employees receive safety orientation within three days of hire.
- Avoid “annual training” and maintain regular schedule of safety trainings and safety committee meetings.

Understand the Role of Safety Coordinator
- Everyone has safety responsibility — the coordinator is just a coach.
- Safety coordinator must be provided authority to make decisions.

Document and Enforce Safety Procedures and Rules
- Employees must be held accountable for written rules and procedures.
- Maintain a disciplinary system for safety violations.

Good Hiring Practices
- Pre-screen workers during the interview/application process.
- Develop a physical and drug screen requirement for applicants.

Identify Hazards & Correct Them
- Conduct regular hazard inspections and encourage employees to assist in their respective areas.
- Follow up on hazard identification and correction.
- RTW programs send a strong message of unity among and make the single largest financial impact of any workers’ compensation or safety program.
- Partner with agent and insurance carrier

Early Return-to-Work (RTW) Programs
- Agent and insurance company representatives have access to many resources.
- Partnerships help resolve issues more quickly and can reduce costs.