

# Loss Control Annual Report and Service Plan 2010

## Association of Washington Cities Retro Group 122

### Scope

AWC Retro provides Loss Prevention services to all members. At AWC we believe it is of fundamental importance to provide effective and realistic accident prevention, safety and loss control services to group members to guide and support their accident prevention and safety compliance efforts. This report provides information on safety related plans for the current year as well as an accident profile from last year. Risk Control consultations are available to all members of the group.

### Accident Analysis Summary

As of September 30, 2009, the following loss data was obtained for the past 3 retro years.

1-1-08 to 12-31-08 (79 cities):	644 total claims (132 time loss claims, or 20%) with \$4,135,560 total claim estimates. One claim was \$650K.
1-1-07 to 12-31-07 (77 cities):	512 total claims (140 time loss claims, or 27%) with \$3,009,988 total claim estimates.
1-1-06 to 12-31-06 (64 cities):	455 total claims (102 time loss claims, or 22%) with \$2,973,604 total claim estimates.

Analysis of the 2008 retro year, we learn the following 3 leading “causes” of injuries would be classified as:

1. Sprains (254 total-76 backs, 46 knee, 24 ankle, and 108 other) = \$1,754,324
2. Multiple Injuries (56) (Fall to work surface/lower level/, Fall from, MVA) = \$433,846
3. Fracture (32) = \$280,318  
Inhalation of toxins = \$649,880

- As the result of an aggressive hearing conservation program established by AWC Retro, total costs of Hearing Loss claims are \$28,081.

### Loss Control Strategy

In response to injury analysis, a loss control strategy for the current year was developed and implemented with a focus on these primary areas.

- Aggressive phone and email contact to members to assist with their specific needs.
- Consultation with members on preventive strategies, such as ergonomic engineering controls, material handling procedures and risk assessment related to personal protective equipment.
- Encourage Member’s attendance with our Safety Academy training courses which provide a wide range of safety topics developed with our member’s input for the greatest workplace impact. Emphasis will be placed on increasing the number of line supervisors who attend.

- Give specific/small group presentation at any opportunity that may develop.
- Using established threshold data require mandatory field visits for those members who met or exceed the risk management thresholds.

Contact with customers is provided via telephone, on-site visits, service recaps, postal mailing offers, claims department referrals and email distribution. 100% of group members have been contacted and offered information on loss control services. In addition, Risk Control Consultants have made several hundred person-to-person client contacts. The Risk Control Team continues to reach out to members daily. Prospective and new members are made aware of the Risk Control services. In addition, members receive periodic Safety Academy brochures via mail every year.

Our Risk Control Department works diligently with membership and their employees to avoid and minimize work related injuries and occupational illness.

We participate in various committees and task forces within the state on an ongoing basis.

We act as an internal resource and subject matter expert when needed to consult, inform, and testify on proposed legislation and administrative regulation related to new or revised WISHA codes or other similar work related safety/wellness issues.

As a consulting team, our primary objective again this coming year will be a focus on delivering operationally sound loss control solutions to the membership, and educating management and staff alike on safety practices and loss control compliance issues.

## **Our Safety Academy**

Our Safety Academy presents a rotating series of proven, relevant, and work place specific safety and loss control courses in Seattle, Spokane, Walla Walla Vancouver areas, and elsewhere as requested. We also offer a 30-hour core curriculum and electives course which results in the member participant receiving the Certified Safety Coordinator designation.

The Safety Academy targets the smaller business and offers courses designed for non-safety professionals who wish to increase their safety knowledge and effectiveness in developing and administering safety programs within their company. Clients may choose to participate in individual courses, or pursue the Certified Safety Coordinator track.

### **Course offerings:**

- Supervisory Safety Skills
- Effective Safety Committees
- Discussion Leadership
- Accident Investigation
- Leading Your Employees To Safety
- Handling A WISHA Compliance Inspection
- Manual Materials Handling
- Job Safety Analysis
- Office Ergonomics
- Manufacturing Ergonomics
- Hazard Recognition
- Emergency Preparedness
- How Accidents Happen . . . and more

The below outlines are examples of the Safety Academy product. The format is flexible, and claims related topics easily integrated into the curriculum, replacing less relevant elements.

### **Taking Safety Off The Shelf**

You have a written Safety Program; so how do you get it “off the shelf” and “bring it to life.” This program reviews the 7 elements of an effective safety program and what your company can do to make each element work for you. Intended as an introductory class with many of the elements more fully developed in the following classes. This class sets the stage for bridging the boundary between Claims Risk Management and Safety Accident Prevention.

### **Supervisory Safety Skills**

This course provides insight into the big picture, including the operational impact of lost productivity due to work related injuries. Members review the functions, responsibilities and the influence skilled supervisors have on an organization’s safety performance and accident prevention efforts.

### **Effective Safety Committees**

The most common method of involving employees is through a Safety Committee. How does a company make for an Effective Safety Committee? Review the functions and values of safety committees, guidelines for the chair, and why committees fail and succeed.

### **Hazard Recognition and Safety Audit**

Learn how to recognize and inspect for hazards in the workplace, hazards associated with specific jobs and what programs and training are essential to help eliminate those hazards. This class has a focus on compliance and accident prevention through use of engineering and administrative controls.

### **Job Safety Analysis and Hazard Assessment**

Discover the purpose, benefits and selection criteria of the JSA and the use of the basic four steps necessary for completion. Examples are provided that can be used on the job.

### **Accident Investigation**

Understand the need and value of thorough accident and close call investigation. Learn how to make investigation a valuable element of your safety program. Practice accident investigation in a group setting.

### **Ergonomics**

Learn to apply ergonomic principles to the work setting. Evaluate risk factors and develop a basic understanding of risk controls to reduce or eliminate ergonomic risks. This program can be tailored for the office or manufacturing environment.

### **OSHA Record keeping**

Learn how to apply the new OSHA 300 record keeping rules to your workplace and obtain some value add to your company by using it as a loss analysis tool.

### **Handling A DOSH Inspection**

Review the OSHA rules in plain language; develop a knowledge base by explaining the action OSHA will take during and after a compliance inspection. Develop strategies to minimize the impact to your company and the options available that most employers do not know about.

### **Train the Trainer**

Using discussion leader principles learn how to effectively lead discussion, get buy-in on ideas, get participation from everyone, and how to focus discussion on the issues.

### **Leading Employees to Safety**

Using discussion leader principles learn how to effectively lead discussion, get buy-in on ideas, develop strategies for managing difficult people, and bring out your effective management qualities.

## **Management's Role in Safety**

Management support and demonstrated commitment is the key to a successful safety program. The role of management and how it affects the outcome of accident prevention and overall claims expense will be explored. Return to Work programs as they relate to non realized production and claims management are discussed.

## **And several others as requested/needed...**

Since 2003, our Safety Academy has been successful at providing over 2600 participants. These events represented more than 160 companies with many attending more than one class, some classes held on-site, and a significant number of attendees on the certification track.

## **Loss Control Services**

### **Safety audits and inspections**

We conduct safety audits and inspections to any member who requests or needs this service. Inspections concentrate on general compliance issues, site-specific hazards, safety awareness, required safety bulletin board postings, and required safety committee or safety meeting structure and effectiveness. Sample written safety plans and procedures are available to support location Accident Prevention Programs.

### **Industrial hygiene service**

We conduct various evaluations of air sampling campaigns whenever these issues exist at individual locations. Loss Control staff are well trained to respond to noise level concerns and investigate air quality complaints. Full written reports support all evaluations.

### **Ergonomic issues**

Workstation and material handling evaluations are conducted to help reduce the potential for injuries. We can provide a variety of services including reviewing employees in work situations and helping analyze for possible solutions to occupational exposures.

### **Safety presentations**

We will provide training presentations at client locations and other group forums. Training is sometimes customized to address special circumstances with a focus on specific target audiences such as management, supervision and line personnel.

### **Safety code updates**

As applicable new WISHA safety codes are developed, or old codes change, we will help communicate to those group members effected and offer help if needed. Also, we continue to be involved at the legislative level providing input as code enhancements occur.

### **Reports**

Our database allows custom analysis of individual and group injury history and trending to assist group members in targeting accident prevention efforts. In addition to State Fund report, we input accident demographics into a data base which allows us to analyze data, identifying trends on both a client and aggregate basis.