

## Supervisor's Accident/Loss investigation Report

Bureau:		Division:		
Exact Location:		Date of Occurrence:	Time:	Date Reported:
On Escambia County Property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Property Name:	
<b>Personal Information</b>		<b>Property Damage</b>		
Employee:		Property Damaged:		
Title/Classification:		Estimated Cost:		
Part of Body Affected:		Nature of Damage:		
Nature of Injury/Illness:		Object/Equipment/Substance Inflicting Damage:		
Object/Equipment/Substance Inflicting Injury or Illness:		Law Enforcement Agency Report Completed?		
Was the Employee Sent for Drug Testing?				
<b>Description</b>				
Was Personal Protective Equipment (PPE) Available?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Applicable
Was Personal Protective Equipment (PPE) Utilized?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> First Aid Only	<input type="checkbox"/> Medical Treatment Requirement.	<input type="checkbox"/> Treated & Released. Return to Work, Same Shift		
<input type="checkbox"/> Hospitalized	Name of Physician or Hospital:		Expected Date of Return to Work:	
<b>Analysis</b>				
What acts, failures to act and/or conditions contributed most directly to this accident (Immediate cause)?				
<input type="checkbox"/> Equipment Failure	<input type="checkbox"/> Human Error	<input type="checkbox"/> Other:		
Explain:				
Was the accident preventable by the employee?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Explain:				
<b>Prevention</b>				
What action has or will be taken to prevent reoccurrence? (Place an "X" by items completed)				
<input type="checkbox"/> 1.				
<input type="checkbox"/> 2.				
<input type="checkbox"/> 3.				
Supervisor Completing Report:		<b>X</b>	Date:	
Department/Division Review:		<b>X</b>	Date:	
Safety Office Review by:		<b>X</b>	Date:	
Incident Review Board Required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	(Completed by Risk Management Only)	