

INCIDENT REPORTING

MOUNTAINEERS SAFETY COMMITTEE

MAY 2021



Overview

- What – Mountaineers Incident Reporting
- Why – We Learn From Others' Experiences
- Who – Leaders, Instructors, and Participants
- When – While Fresh, But Better Late Than Never
- Where – Trip, Course, or Activity in Your Profile
- How – Click the Link, Fill in the Information



What – Mountaineers Incident Reporting

Organization-wide effort to capture information on

- Accidents and injuries
- Near misses
- Problem behavior



Why – We Learn From Others' Experiences

- Outdoor activities have inherent risk; we strive to address risk through learning and practice
- Incident descriptions let us visualize similar situations and learn how to avoid similar outcomes
- Tracking trends helps us improve communication on reducing risk



Who – Leaders, Instructors, and Participants

- Anyone who participated can report
- In any Mountaineers trip, course, activity or event
- Multiple reports reveal different points of view, which increases understanding



When – Fresh is Best (But Late is Better Than Never)

- Upon completion of a trip, course, activity or event
- Once you have had a moment to consider the full context of the incident
- Once you can provide clear, accurate, objective information, with observations on possible causes and means of avoidance
- **Near miss** reports are especially valuable!
- **Helped another party** reports are also valuable!
- When you finally have enough time, get around to it!



Where – Trip, Course, or Activity in Your Profile

- On all pages, at bottom: “Contact Us”
 - “Contact Us” link, at bottom, for the **Behavior Complaint form**
- Profile: trip, course, field trip, lecture:
 - “Give Feedback” button for the **Feedback form**
 - “Report an Incident” button for the **Incident form**
- Profile: meeting, event, workshop:
 - “Give Feedback” button for the **Feedback form**
- On Safety Committee page:
 - **Incident form**
 - **Behavior Complaint form**
 - **Program Centers form**



How – Click the Link, Fill in the Information

- Address questions to:
 - Branch safety officer
 - Committee safety representative
- Anticipate a contact from a safety rep or safety officer when you submit a report
 - Thanking you!
 - Requesting any additional information



Questions?

