

Accident & Incident Management (AIMS)

Designed to help you manage accidents, incidents and near misses

Accident & Incident Management (AIMS)



Accident & Incident Management application (AIMS) is designed to help you manage accidents, incidents and near misses. The system provides for a structured investigation of accidents and incidents, from which preventative actions can then be generated and tracked. "Lessons learned" and best practice can be identified and shared across the organisation.

Poor Health & Safety costs money in lost production and lost productivity. By implementing AIMS, a company can readily identify the causes of accidents and incidents, spot trends and take action to prevent these incidents and their associated costs from reoccurring.

Features & Functions

- Reports accidents, incidents or near misses
- Supports fully structured investigation of accidents and incidents with root cause analysis
- Selective workflow dependent on seriousness of accident/incident
- Mandatory sign-off and review
- Tracks related corrective or preventative actions
- Automatic alerts created for key players
- Fully customisable alert messages
- Creates "lessons learned"
- Uses integrated report writer to build customised reports
- Exports data to Excel for detailed analysis
- Attaches comments to reports
- Comprehensive search capabilities
- Dynamic multi-lingual versions allows user to set preferred language
- Single or multi-site implementation
- Include digital photos in reports
- Multi-company group rollup available
- Application will run on Windows, Linux or Apple Mac
- Ability to submit reports via an Internet Browser

Benefits

- Helps companies comply with legislation on RIDDOR (Reporting of Dangerous Occurrences Regulations). See <http://www.hse.gov.uk/>
- Provides a full audit trail with evidence of investigation
- Contributes to health and safety culture by involvement and training
- Generates lessons learned and so improves health and safety on site
- Near miss reporting allows preventative measures to be taken
- Quickly identifies training needs
- Visibility of accident and incident investigations
- Wide variety of pre-built views and reports to allow HSE management to track trends and identify problem areas
- Automated workflow ensures everyone is kept informed
- Electronic reporting and workflow provides faster more accurate and secure process
- Information remotely (from off-site) accessible
- Easy to use forms with drop down choices and pick lists means little user training required; get up and running quickly



This application has met IBM integration standards.



For further information please contact e-solutions
tel: +44 (0)1484 651144

email: contact@e-solutionsltd.com

web: www.e-solutionsltd.com

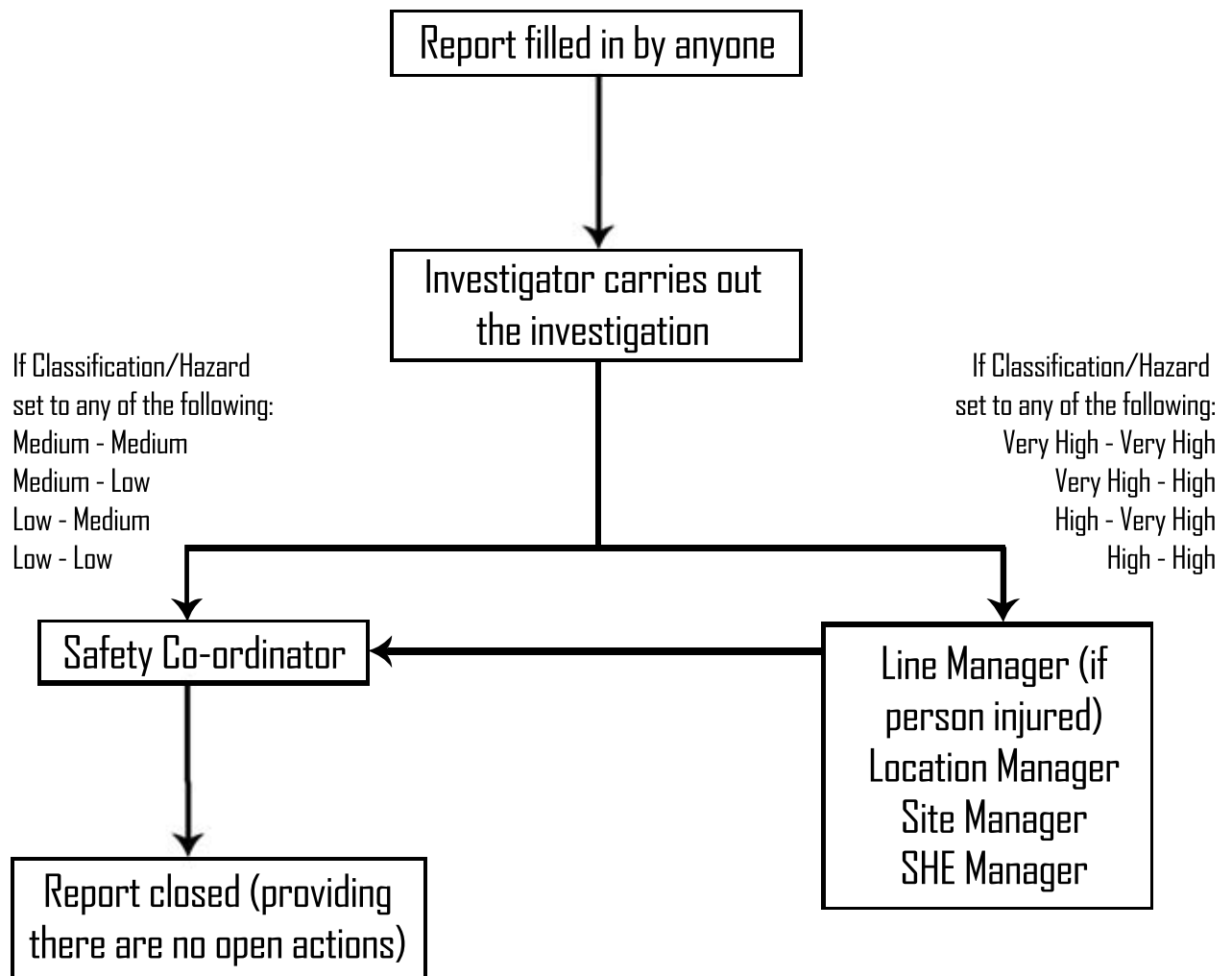
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AIMS Workflow



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Workflow Roles

Key Roles	
Safety Reviewer	Reviews and comments upon all investigated reports; reclassifies where necessary. Develops lessons learned
HSE Manager	Reviews all serious accidents and incidents on sites for which they are responsible
Location Manager	Reviews serious accidents and incidents which have occurred in their location
Investigator	Investigates all reported accidents and incidents for the areas for which they are responsible
Site Manager	Reviews serious accidents and incidents which have occurred on their site
Line Manager	Reviews accidents involving injury to one of their staff
cc Persons(s)	Receive email notification of all reports as soon as submitted
Major Incident Notification Group	Receive email notification of all major incidents/accidents
Reporter	Creates the initial report and submits it for investigation



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Workflow Alerts and Notifications

Report Submitted

- Anyone in the cc:mail group is alerted
- Line Manager of any injured person is alerted
- Location Manager is alerted
- Investigator is alerted

"Significant" Accidents/Incidents (see definition below)

- Line Manager of injured person prompted to review the report
- Location Manager prompted to review the report
- Site Manager prompted to review the report
- HSE Manager prompted to review the report
- Members of the Major Incident Notification Group get notified (no action required)

Actions

- When an action is created the person to whom the action is assigned receives notification
- When the action is completed, the originator is notified and prompted to sign-off the action

Sign-off of Report

- When the report is signed-off by the Safety Reviewer, the Reporter (person creating the report) is notified

Significant accidents and incidents are defined as those where the report is classified as "major - frequent" or "major - occasional" or "major - seldom" or "serious - frequent"



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Reports

A range of standard reports have been created to allow the accident and incidents to be accessed by different criteria

- By Status
- By Site
- By location
- By type
- By number
- By action required
- By number of days open
- By month
- By site/location
- By category
- By site/type
- By bodypart
- By physical
- By person
- By process
- By product
- By frequency & severity
- By severity & frequency
- By date

Data can also be exported to Excel using the Export to Excel functions

- Export all records to Excel
- Export selected records to Excel
- Select which data fields will be exported



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