

LOSS CONTROL SERVICES

Our 10 elements to effective loss control programs benefit your employees and business. Establish these steps concurrently, or build a step-by-step approach.

SIF Can Help You:

- Develop a Management Safety Policy Statement
- Establish Accident Reporting Procedures
- Establish a Preferred Medical Provider Program
- Establish a Return-to-Work/Restricted Duty Program
- Conduct Supervisor Safety Training
- Plan on-site visits to help identify and correct physical hazards
- Analyze work processes and help develop safe work procedures

Contact Us

By phone 208.332.2100
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10 STEPS TO PROTECT YOUR EMPLOYEES

- 1. Establish a Management Safety Policy**
Make a written commitment to safety and safe work procedures. Sign and distribute to all employees and post a copy in the workplace.
- 2. Assign Employee Responsibilities and Accountability**
Assign supervisors responsibility for safety. Include employee training on:
 - Safe work procedures
 - How to recognize and correct safety hazards
 - How to enforce safety rules.
- 3. Identify, Eliminate, or Control Hazards**
Conduct regular inspections to identify, eliminate, or control physical hazards and unsafe work procedures. Follow up to ensure corrective measures are taken.
- 4. Promptly Report and Investigate “Near Miss” Situations**
Ensure employees know how to report incidents, including property damage and injuries. Have supervisors conduct thorough, objective investigations to determine cause, recommend corrections, and capture accurate information. Keep records for follow-up and reference.
- 5. Teach Safe Work Procedures and Job Hazard Identification**
Ensure supervisors know how to:
 - Determine safe work practices
 - Perform step-by-step job safety analysis
 - Detect hazardous exposures
 - Train employees to perform routine tasks safely
- 6. Schedule Safety Meetings and Encourage Participation**
Hold safety meetings with supervisors and employees to encourage safety planning and safety consciousness. Meetings act as a forum for suggestions and discussions to improve safety and procedures.
- 7. Establish Claims Management and Return-to-Work Programs**
Develop a plan to monitor claim activity:
 - Select a Preferred Medical Provider
 - Communicate with injured workers and your SIF Claims Examiner
 - Identify appropriate restricted duty assignments whenever possible
- 8. Make Safety a Performance Issue**
Use your safety program as a specific performance area in your written and verbal employee evaluations. Focus on participation and compliance with your safety program.
- 9. Maintain Accurate, Up-to-Date Records**
Provide a ready reference for needed or requested information. Up-to-date records also help you meet statutory reporting requirements and measure progress in loss control, training, and production goals.
- 10. Review, Assess, and Communicate Outcomes**
Review safety activities and outcomes regularly. Celebrate success, acknowledge opportunities for improvement, encourage involvement, and determine future steps. Communicate results to your staff.

