SUPERVISOR SAFETY ESSENTIALS COURSE RESOURCE

Life Cycle of a Safety Incident

BC NURSES' UNION

From the moment an incident occurs to long-term follow-up, this process maps how workers and employers respond, investigate, recover, and improve workplace safety—ensuring no one is left without support.

	IMMEDIATE ACTION	WITHIN 48 HOURS	BY 30 DAYS	ONGOING
Worker	1. seek first aid 2. inform supervisor 3. report to the Provincial Workplace Health Contact Centre	1. determine ability to return to work 2. participate in investigation 3. seek support if needed	1. cooperate with the investigative team 2. participate in return-to-work planning 3. continue to seek support as needed	1. complete assigned corrective actions 2. seek support when needed 3. communicate as needed
Supervisor	1. ensure safety 2. determine if immediately reportable 3. use the escalation and response process 4. arrange critical incident support	1. start premliminary investigation 2. gather facts 3. designate the team	1. expand on preliminary investigation 2. implement corrective actions 3. communicate and cooperate with all involved	1. monitor effectiveness of corrective actions 2. support as needed 3. communicate any changes