

AGWA COURSE GRADUATES

12 May 2020

AS 1288

Web-based Delivery

Laura Ciocan, Michael Ward (Australian Glass Group); Andrew Dewdney (Detail Glass & Glazing); Anin Candrika (Oceania Glass); Kate Rayner-Smith (Viridian Glass); Bryce Henderson (Walshs Glass).

17 June 2020

MENTAL HEALTH TOOLKIT

Web-based Delivery

Gordon Cowie, David Cook (Australian Glass Group); Julie Louise Bateman (A-Z Security Screens); Vicki West (Glass CO WA); Dylan Parker, Justin Wakeling (Glass Co. Metro); Deb Deeth, Carol Lennox (Greater Glass); Tracey Gofton (Kingborough Glazing Pty Ltd).

25 June 2020

AS 1288 ADVANCED

Web-based Delivery

Russell Acocks (1st Glass Australia); Michael Ward (Australian Glass Group); Andrew Dewdney (Detail Glass & Glazing); Chris Condon (Euroglass Australia); Daryl Frost (Glass Direct); Robert Plowes (Greater Glass); Michael Aitken (South Melbourne Glass); Bryce Henderson, Cameron Wood (Walshs Glass).

22 July 2020

AS 1288

Web-based Delivery

Michael Spencer (AGWA Auditor); Will Allen, Brooke Dexter (Creative Windows); Lauren Moser, Mark Salerno (Element Windows); Biriiah Jasper, Melinda Kendall (Stegbar Pty. Limited); Patrick Ma (Viridian Glass).



To register for any AGWA courses, visit www.agwa.com.au/events/category/courses-training

DO YOU NEED TO REPORT MINOR INJURIES?

GABY GRAMMENO

Business Australia

Adapted for AGWA members from Workplace Info, a product of Business Australia.

QUESTION: Our staff regularly get minor cuts from different activities. These cuts can be fixed with a band-aid but the incident is never recorded. I expect these incidents should be reported but they aren't. At what point do we need to record these incidents?

ANSWER: Minor cuts that can be fixed with a band-aid are not explicitly mentioned in relevant legislation or in the national Standard for workplace injury and disease reporting, AS 1885.1-1990, which sets out good practice with regard to recording workplace injuries. The wording of relevant workers compensation legislation and the Standard do imply, however, that even minor cuts should be recorded.

The Standard recommends that all occurrences should be recorded, including 'no lost-time' workplace injuries or diseases – that is, those for which first aid and/or medical treatment was administered. Applying a band-aid would be considered to be providing first aid, so the Standard's recommendation would be to record such injuries.

Workers compensation legislation contains the relevant legislative requirements. In New South Wales, for example, workers compensation legislation requires employers to keep a register of injuries that is readily accessible in the workplace.

The register is a record of any injuries suffered by workers, whether they result in workers compensation claims or not. This, too, implies that minor injuries are not excluded from recording requirements.

Employers can draw up their own injury register. However, it must include:

- The name of the injured worker.
- The worker's address.
- The worker's age at the time of injury.
- The worker's occupation at the time of injury.
- The industry in which the worker was engaged at the time of injury.
- The time and date of injury.
- The nature of the injury.
- The cause of the injury.

The recording of minor injuries may help draw attention – and prompt remedial action – with regard to sources of injuries that are very likely to occur, though unlikely to be serious. Even minor cuts can become infected, especially in environments where workers may be exposed to blood-borne pathogens or other contamination.

Reporting of injuries is a different matter from recording them. Injury reporting or notification to WorkCover/WorkSafe is only required in the case of notifiable incidents – those resulting in death or serious injury, or dangerous incidents such as uncontrolled spills, leaks or explosions.

Minor cuts don't need to be reported, unless your organisation requires those incidents to be reported within its own internal Safety Management System.

For more information and examples of what injuries you need to report, please visit your state based WorkCover authority website.