Sample Slips, Trips and Falls Incident Report

When a slip, trip or fall incident occurs, carefully examine the circumstances of the event to see where you can implement prevention measures.

1. What was the first initiating event?
   - Slip
   - Trip (includes caught on)
   - Loss of balance
   - Unknown

2. Which choice best describes the slips, trips or falls incident?
   - A slip or trip that did not result in a fall
   - Unknown
   - A fall from an elevation such as:
     - A fall while standing on a chair;
     - A fall from a ladder or stepstool;
     - A fall down stairs or steps;
     - Other fall from an elevation (describe).

   - A same-level fall such as:
     - A fall while walking or working;
     - A fall from a chair while sitting;
     - A fall while tripping up stairs;
     - Other same-level fall (describe).

3. Were there any hazards present that may have contributed to the incident?
   - Contaminant (examples: water, soap, grease/oil, coffee, wax, slick, slippery not otherwise classified, etc.)
   - Cord or tubing (examples: hose, medical tubing, phone cord, equipment cords)
   - Object (examples: objects/items on floor, propped against wall or in the pathway)
   - Ice or snow
   - Surface irregularity due to buckled, loose, or damaged mat, carpeting or rug
   - Surface irregularity, other (examples: some part of the walking surface is irregular, cracked tiles, loose gravel, leaves, door guard, drain dip, hole in floor, hole in landscape)
   - A curb
   - Bodily reaction (examples: awkward posture, reaching, crouching, bending, carrying something, client or object handling, or just stated as "fell")
   - Lack of space/restricted pathway
   - Steps, stairs or handrail
   - Chair or stool
   - Lighting
   - Inappropriate or malfunctioning footwear
   - Unknown/no specific hazard mentioned
   - Other (please specify)