



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)