



The future of  
workplace  
OHS and Injury  
Management



**worksafely**<sup>™</sup>

# worksafely™ works better

worksafely™ is a web-based tool that allows your organisation to manage your OHS policies, incidents and injuries in real-time.

## we've listened to your needs and we've responded

We know business and we know safety. We know that businesses are eager to fulfill their OHS responsibilities but that it can be costly and time-consuming.

With the needs of twenty-first century business foremost in our mind, we have created this realistic and practical system to help you successfully manage all your OHS requirements. worksafely™ will give you back control.

worksafely™ is the complete OHS management and communications system. Using a secure, low bandwidth, state-of-the-art technical platform to monitor and control your workplace environment in real time, worksafely™ is designed to complement and improve your existing OHS systems.

With worksafely™ you can manage employees and sub-contractors, in-house training and licensing records, workers' compensation claims and return to work, as well as provide real-time monitoring and reporting of business performance in these areas.

worksafely™ also provides a secure environment for your outside service providers – insurers, brokers, OHS specialists, doctors, treatment and rehabilitation providers – to communicate on-line with your organisation regarding claims management and return to work. This allows real collaboration to ensure timely return to work and finalisation of claims. With worksafely™ you can track any incident through to resolution.

With practical solutions, tailored to meet your business needs, the worksafely™ system is able to manage all the physical details of your workplace in terms of specific work locations, equipment skills and tasks.

Because worksafely™ is a web-based system, it allows your organisation to manage remote sites, multiple locations and sub-contractors and is ideally suited to all workplaces, large and small.

## 4 Clear Objectives



The worksafely™ system works to achieve four clear objectives:

- 1 Make information accessible.
- 2 Make communication easy.
- 3 Make the process of prevention and cure as collaborative as possible.
- 4 Adapt to the needs of businesses large and small.

*'Getting safety right makes for a more productive workplace. We've simplified the OHS process to help you create the safest possible workplace environment.'*

– Annette Williams, Managing Director

## our three-tiered approach

It's time you took back control. The worksafely™ system will help you with its in-built, three-tiered management strategy involving education, implementation and the improvement of systems through meaningful feedback.

### » Employees, Contractors and Suppliers

Manage the details of people visiting your site

### » Skills and Equipment

Efficiently manage skills, competencies and qualifications

### » OHS Issues, Incident and Injury Management

Quickly identify and respond to workplace issues and incidents

## in business, productivity is a number one concern

With worksafely™ working for you, your organisation will experience improvements in safety and productivity that will astound you.

- » Decreased incident frequency
- » Decreased return to work time
- » Decreased equipment downtime
- » Decreased workers' compensation costs
- » Decreased personal and business costs
- » Increased security
- » Increased life of equipment and infrastructure
- » Increased awareness of the condition of your organisation as a whole
- » Easier management of staff, equipment and materials

## worksafely's strategically designed core components

Let's look in more detail at how worksafely™ can improve productivity and safety for your organisation. With worksafely's strategically designed core components it's easy.

- » OHS Management Structure (Compliance Group/OHS Consultation Statements)
- » Staff/Contractor/Sub-Contractor Management, Induction and Training
- » Record and link all skills and competencies with staff, equipment and work tasks
- » Equipment, PPE and Substances Management
- » Location Management
- » OHS Issues and Hazards Management
- » Risk Assessment
- » Incident Management
- » Injury Management
- » Audits, Workplace Inspections
- » Actions, Reminders & Automation alerts (via email or SMS)
- » Performance Reporting & Automation alerts (via email or SMS)
- » Work Tasks, SOPs, Safety Data Sheets, Tips and Review Dates
- » Resource Documents, Knowledgebase – Industry wide or business specific
- » Support Documentation

In all these key areas, worksafely™ allows you to record and view and act on all the information necessary for the effective management of your entire organisation. worksafely™ is the simplest and most effective way to identify and respond to workplace issues and incidents.

worksafely™ OHS systems will have a positive impact on virtually every area of your organisation's activities. When worksafely™ is working for you, you'll wonder how you ever got along without it. we promise.

all your important OHS tasks become  
easy with worksafely™.  
to find out how, contact us today.

**worksafely Dashboard**  
OHS, Injury & Claim Management Performance. [Refresh Dashboard](#)

<b>Locations</b> Not Activated	<b>Staff</b> Not Activated	<b>Non-Staff/Suppliers</b> Not Activated	<b>OHS Management Documents</b> No Documents
<b>Training</b> Not Activated	<b>Skills/Work Tasks</b> Not Activated	<b>Equipment</b> Equipment Requiring Risk Rating	
<b>Issues</b> Number of Open Issues: 5	<b>Incidents</b> Number of Open Incidents: 9	<b>Injuries</b> Number of Open Injuries: 6 Number of Open Lost Time Injuries: 3	
<b>Claims</b> Number of Open Claims: 4			

**worksafely.** Overview Locations Staff Non-Staff Suppliers Skills Equipment  
Work Tasks Training Issues **Incidents** Injuries Claims Rehabilitation

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**Incidents** Manage your incidents/accidents. [Add New Incident](#)

Enter the title of the incident.

**Performance**  
[Open Incidents](#) 0

**Most recently updated incidents**  
INC000001

**Options**  
[Manage Incidents](#)

**Documents**

- [Accident Incident Report Form](#)
- [Accident Incident Reporting Procedure](#)
- [First Aid Procedure](#)
- [Hazard Identification Procedure](#)
- [Hazard Report Form](#)
- [Hazpak Risk Assessment Matrix](#)
- [OHS Policy](#)
- [Return to Work Program for Injured Workers](#)
- [Risk Assessment Procedure](#)
- [RTW Program for Injured Workers](#)

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