INJURY CLASSIFICATION GUIDELINES

PURPOSE

This Injury Classification Guideline supports Curtin University’s Incident Reporting and Investigation Procedure. These injury classifications are designed to meet legislative requirements outlined in the OSH Act [1], OHS Regulations [2], and AS 1885.1 [3].

DEFINITIONS

NIL

1. PROCEDURE SUPPORTED

This Injury Classification Guideline supports the Curtin University Incident Reporting and Investigation Procedure.

2. APPLICATION

This procedure applies to Curtin University Managers, Supervisors, SHRs and anyone else assisting with the completion of incident reports and investigations

3. INJURY CLASSIFICATIONS

For Curtin University’s Incident Recording and Investigation Procedure, an injury is typically classified as a First Aid Injury (FAI), Lost Time Injury (LTI) or a Medical Treatment Injury (MTI), as described below.

3.1 FIRST AID INJURY

A First Aid Injury (FAI) is an injury that requires a single first aid treatment and a follow up visit for subsequent observation involving only minor injuries, for example minor scratches, burns, cuts and so forth, which do not ordinarily require medical care, and for which the person would typically return immediately to their normal activities. Such treatment and observation is considered first aid even if it is administered by a physician or registered medical professional. Typical treatments normally considered as First Aid Injuries include:

- Application of antiseptics during a first visit to medical personnel;
- Treatment of minor (first degree) burns;
- Application of bandages (including elastic bandages) during a first visit to medical personnel;
- Irrigation of eye injuries and removal of non-embedded objects;
- Removal of foreign bodies from a wound using tweezers or other simple first aid technique;
- Use of non-prescription medication (schedule 2 or 3 medications), and administration of a single dose of prescription medication on a first visit to medical personnel for minor injury or discomfort.
- Soaking, application of hot-cold compresses, and use of elastic bandage on sprains immediately after injury (initial treatment only);
- Application of ointments for abrasions to prevent drying or cracking;
- One time administration of oxygen, for example after exposure to toxic atmosphere; and
• Observations of injury during visits to medical personnel, including hospitalisation (for less than 48 hours) for observation only for a blow to the head or abdomen, or exposure to toxic substances.

The following are typical examples of diagnostic/preventive procedures that may also be classified as a First Aid Injury:

• X-ray examination with a negative diagnosis (will be ‘MTI’ if positive);
• Physical examination, if no condition is identified or medical treatment is not administered; and
• One time dose of prescribed medication, for example a Tetanus Injection or Pharmaceutical.

3.2 LOST TIME INJURY

A Lost Time Injury (LTI) is a work-related injury or disease that resulted in: time lost from work of at least one day or shift; a permanent disability; or a fatality (AS 1885.1).

3.3 MEDICAL TREATMENT INJURY

A Medical Treatment Injury (MTI) is defined as an injury or disease that resulted in a certain level of treatment (not First Aid Treatment) given by a physician or other medical personnel under standing orders of a physician. Types of treatment that classify an injury under MTI are:

• Use of prescription medication (schedule 4 or 8 ‘prescription only’ medication), except a single dose administered on a first visit for minor injury or discomfort;
• Therapeutic (physiotherapy or chiropractic) treatment, more than once;
• Stitches, sutures (including butterfly adhesive dressing in lieu of sutures);
• Removal of dead tissue or skin (surgical debridement);
• Treatment of infection;
• Application of antiseptic during a second or subsequent visit to medical personnel;
• Removal of foreign objects embedded in an eye;
• Removal of foreign objects embedded in a wound (not small splinters);
• Removal of embedded objects from an eye;
• Treatment of deep tissue (second or third degree) burns;
• Use of hot or cold soaking therapy or heat therapy during the second or subsequent visit to medical personnel;
• Positive x-ray diagnosis of fractures, broken bones and etc; or
• Admission to hospital or equivalent medical facility for treatment.

4. EXCEPTIONS

NIL

5. REFERENCES

• Occupational Safety and Health Act, 1984
• Occupational Health and Safety Regulations, 1996
• AS 1885.1-1990 Workplace Injury and Disease Recording Standard
6. LIST OF SCHEDULES

Incident Reporting and Investigation Procedure
Incident Reporting and Investigation Guidelines
Incident Reporting and Investigation Form

CONTACT DETAILS

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| Approval Authority | Director, Health and Safety |

REVISION HISTORY

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