

Back Injury Prevention Program Evaluation

Once the Back Injury Prevention Program is in place, periodic review and update is necessary to ensure the program is effective. Audits and inspections identify program defects, verify that systems are in place and ensure constant improvement. The program should be reviewed at least annually to see that all the elements are functioning as designed and to enhance the program as needed.

- Develop inspection and audit forms for use during the review process. A scoring system can be useful for rating deficiencies as well as areas of outstanding performance and for comparing one audit with the next.
- Designate personnel to review the program and associated records.
- Review plans and programs for completeness.
- Review accident investigation reports for completeness and for problem resolution and corrective action completeness.
- Review Job Hazard Analyses.
- Review OSHA 300 logs, loss runs and other records to evaluate changes in accident frequency and severity.
- Review safety committee meeting minutes and activities.
- Review personnel records for training documentation.
- Observe operations and employees to see if rules and procedures are being followed.
- Review the status of compliance with recommendations for improvement.
- Review changes in procedures and equipment to ensure that new hazards have not been introduced into the work environment.

Results of audits and inspections should be documented. Results should be recapped with appropriate personnel. Identified problems should be prioritized for corrective actions.