



WORKSAFE AUSTRALIA  
NATIONAL OCCUPATIONAL  
HEALTH & SAFETY  
COMMISSION

STANDARDS AUSTRALIA  


Measurement of occupational health and safety performance  
Part 1: Describing and reporting occupational injuries and disease

# Workplace Injury and Disease Recording Form

(Supplement 1 to AS 1885.1—1990)

This form is a copy of Appendix A to the *Workplace Injury and Disease Recording Standard* which was approved by the National Occupational Health and Safety Commission in 1989.

The form has been developed as an option for employers to use if desired. However, it is not necessary to use the form in order to implement the Standard in the workplace.

If employers choose to use the form, they should refer to the recommendations contained in the Standard and the supplementary documentation outlined in the resource kit which supports the Standard.

# Codes for Questions 12, 13 and 14

It is recommended that employers usually recording a small number of injury or disease occurrences per year should not code these items as the coded information may be misleading. A threshold of approximately 20 occurrences per enterprise, per year can be taken as a guide.

## Question 12

### NATURE OF INJURY

- 01 Fractures (excluding of vertebral column)
- 02 Fracture of vertebral column with or without mention of spinal cord lesion
- 03 Dislocations
- 04 Sprains and strains of joints and adjacent muscles (including acute trauma sprains and strains only)
- 05 Intracranial injury, including concussion
- 06 Internal injury of chest, abdomen and pelvis
- 07 Traumatic amputation, including enucleation of eye (loss of eyeball)
- 08 Open wound not involving traumatic amputation
- 09 Superficial injury
- 10 Contusion with intact skin surface and crushing injury, excluding those with fracture
- 11 Foreign body on external eye, in ear or nose or in respiratory, digestive or reproductive systems (including choking)
- 12 Burns
- 13 Injuries to nerves and spinal cord without evidence of spinal bone injury
- 14 Poisoning and toxic effects of substances
- 15 Effects of weather, exposure, air pressure and other external causes (including bends, drowning, electrocution)
- 16 Multiple injuries (only to be used where no principal injury can be identified)
- 17 Damage to artificial aids
- 19 Other and unspecified injuries

### NATURE OF DISEASE

- 21 Deafness
- 22 Eye disorders (non-traumatic)
- 28 Other diseases of the nervous system and sense organs
- 31 Disorders of muscle, tendons and other soft tissues (includes synovitis, tenosynovitis, bursitis)
- 38 Other diseases of the musculoskeletal system and connective tissue
- 41 Dermatitis and other eczema
- 48 Other diseases of the skin and subcutaneous tissue
- 51 Hernia
- 58 Other diseases of the digestive system
- 61 Infectious and parasitic diseases
- 71 Diseases of the respiratory system (including asthma, legionnaires disease, asbestosis, pneumoconiosis)
- 81 Diseases of the circulatory system (including heart disease, hypertension, hypotension, varicose veins)
- 91 Cancers and other neoplasms
- 92 Mental disorders
- 98 Other diseases

## Question 13

### BODILY LOCATION OF INJURY/DISEASE

- 01 Eye
- 02 Ear
- 03 Face
- 04 Head (other than eye, ear and face)
- 05 Neck
- 06 Back
- 07 Trunk (other than back and excluding internal organs)
- 08 Shoulders and arms
- 09 Hands and fingers
- 10 Hips and legs
- 11 Feet and toes
- 12 Internal organs (located in the trunk)
- 98 Multiple locations (more than one of the above)
- 99 General and unspecified locations

## Question 14

### MECHANISM OF INJURY/DISEASE

- 01 Falls from a height
- 02 Falls on the same level (including trips and slips)
- 03 Hitting objects with part of the body
- 04 Exposure to mechanical vibration
- 05 Being hit by moving objects
- 06 Exposure to sharp, sudden sound
- 07 Long term exposure to sounds
- 08 Exposure to variations in pressure (other than sound)
- 09 Repetitive movement with low muscle loading
- 10 Other muscular stress
- 11 Contact with electricity
- 12 Contact or exposure to heat and cold
- 13 Exposure to radiation
- 14 Single contact with chemical or substance (excludes insect and spider bites and stings)
- 15 Long term contact with chemical or substance
- 16 Other contact with chemical or substance (includes insect and spider bites and stings)
- 17 Contact with, or exposure to, biological factors
- 18 Exposure to mental stress factors
- 19 Slide or cave-in
- 20 Vehicle accident
- 98 Other and multiple mechanisms of injury
- 99 Unspecified mechanisms of injury

### BREAKDOWN AGENCY/AND AGENCY OF INJURY/DISEASE

- 01 Machinery and fixed plant
- 02 Mobile plant
- 03 Road transport
- 04 Other transport
- 05 Powered equipment, tools and appliances
- 06 Non-powered hand tools
- 07 Non-powered equipment
- 08 Chemicals
- 09 Non-metallic substances
- 10 Other materials, substances or objects
- 11 Outdoor environment
- 12 Indoor environment
- 13 Underground environment
- 14 Live animals
- 15 Non-living animals
- 16 Human agencies
- 17 Biological agencies
- 18 Non-physical agencies
- 98 Other agencies
- 99 Unspecified agencies