

Kelvin TOP-SET Quick Investigation Course

The Kelvin TOP-SET Quick Investigation System (investigation for low-risk incidents) is designed to help users to effectively and consistently investigate minor, non-lost-time incidents such as slips, trips and falls in as little as 20 minutes.

This course will enable participants to conduct and complete an investigation into a low potential incident quickly, including reporting and making recommendations.

Learning Outcomes

By attending this 1-day Quick Investigation course participants should be able to:

- conduct an effective and quick investigation of a 'low potential' incident;
- define / understand the following terms:
 1. Hazard
 2. Risk
 3. Underlying Cause
 4. Change
 5. Barrier
 6. Defence
 7. Control
 8. Direct Cause
 9. Incident
 10. Indicator
- effectively use the Kelvin TOP-SET Quick Investigation System;
- create 'SMART' actions / recommendations.

Each participant will receive a TOP-SET Quick Investigation Kit comprising:

- Full instructions (including a case study, worked example and sample report)
- A tough, polypropylene case
- A re-usable laminated A3 Quick Investigation sheet
- A pack of 25 Quick Investigation sheets
- A TOP-SET 'memory jogger' pen
- A TOP-SET wipe-off marker
- A pack of mini Post-its

