

REPORTING OF INJURIES, DISEASES AND
DANGEROUS OCCURRENCES REGULATIONS
2013 (RIDDOR)
COURSE CONTENT OVERVIEW

Accident / injury report form

Please print clearly and

Status:

Outcome:

0333 006 7000
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HIGH SPEED™
TRAINING

This online RIDDOR course has been designed to provide employers and people in charge of premises with a thorough introduction to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.

The course explains which injuries and diseases need reporting under the legislation, how to submit a report and details on law enforcement should a necessary report not be made.

Module One: Introduction to RIDDOR

This module explains what RIDDOR is for and why it is important that accidents are reported. The module provides some key definitions of terms used throughout the RIDDOR legislation.

- What is RIDDOR?
- Who does RIDDOR relate to?
- RIDDOR in Northern Ireland
- Why do accidents need reporting?
- Benefits of good health and safety
- Key definitions

Module Two: Reportable Incidents

This module provides information on the specified injuries that must be reported under RIDDOR should they occur as a result of work. The module defines 7-day and 3-day injuries and explains the injuries that are exempt from a report.

- What must be reported?
- Exemptions
- Specified injuries
- Deaths
- Over 7-day injuries
- Over 3-day injuries
- Injuries to members of the public

Module Three: Reportable Incidents Part 2

This module details the occupational diseases that are reportable under RIDDOR, including those that occur at offshore workplaces. The module also defines a 'dangerous occurrence', explaining when a RIDDOR report is needed.

- Occupational diseases
- Exposure to carcinogens, mutagens and biological agents
- Diseases offshore
- Dangerous occurrences
- Gas incidents
- Mines, quarries and offshore site disturbance

Module Four: How to Report an Incident

This module outlines when a report needs to be made and provides details on how to submit a report online, by phone or in writing. The module also explains the importance of keeping records in an accident book.

- Who should report accidents?
- When should reports be made?
- How to make a report
- Reporting out of hours
- What records need to be kept?
- The accident book
- How long do records need to be kept for?

Module Five: Enforcement of the Law

This module explains the repercussions for not complying with the law and not submitting a report under RIDDOR when necessary. The module explains how the law is enforced, outlining how the courts and the HSE may get involved.

- Defence
- Certificates of exemption
- HSE involvement
- Prosecution

Aims of the Training

By the end of this course, learners will:

- Understand the purpose of RIDDOR.
- Understand the legal responsibilities that employers have under RIDDOR.
- Know which injuries, diseases and dangerous occurrences must be reported under RIDDOR.
- Understand how to report an injury, disease or dangerous occurrence.
- Have knowledge of what records need keeping and how they should be kept.
- Understand how the law is enforced should an injury, disease or dangerous occurrence not be reported as required by RIDDOR.