The National Incident Database (NID)

[www.incidentreport.org.nz](http://www.incidentreport.org.nz)

The National Incident Database (NID) is a central database to record incidents and near misses that occur on outdoor programmes. It allows you to quickly summarise and analyse your incident data and compare it to national trends. The NID provides:

* A standard method for collecting and analysing outdoor incident data.
* An easy to use incident-reporting format that meets health and safety legislation requirements.
* Identification of incident trends.
* Data to inform on current and emerging practices.
* An opportunity to contribute to New Zealand’s outdoor safety culture.

You can find a comprehensive guide on how to register with the NID and how to log incidents at: [www.incidentreport.org.nz/resources/OER\_NID\_Guide.pdf](http://www.incidentreport.org.nz/resources/OER_NID_Guide.pdf)

## What is an incident?

‘An incident is an event where there is, or might be, harm to people, damage to property, or interruption to process. Incidents include any event where intervention is required, for example, a fatality, a near miss, an injury, an illness, property damage, or a behavioural problem that leads to, or might lead to harm.’ (MoE, 2009, p. 71).

## How NID can help you

Incident reporting is part of a good review system. An annual report is produced summarising the incidents for the year. The New Zealand Mountain Safety Council is launching a quarterly newsletter with up-dates based on data from the NID. NID helps you to identify any incident trends in your own organisation and compare your incidents to other organisations.

Here are two examples of how the National Incident Database (NID) can help you deliver good quality EOTC activities. The first example comes from a New Zealand Mountain Safety Council (MSC) 2010 newsletter. The second is drawn from data in the 2010 NID report.

## What’s happening in your organisation?

It’s an interesting exercise to ask yourself or your colleagues when they think incidents are occurring, and similarly in which activities incidents occur. People are often surprised to learn of the number of incidents that occur in non-structured time / free time.

The reporting features added to the NID last year makes analysing incidents quick and easy. It is an excellent tool to graphically illustrate to staff, BOT etc, your incidents and trends. For example, the time of day filter, which just requires the ticking of a box, illustrates the time of day in which your incidents are occurring.

Below is an example drawn from the database of an organisation who contributed 11 incidents last year. (This chart was achieved by simply ticking the filter box on the generating reports area of the NID). The graph clearly indicates the majority of incidents occurred during free time. There are a number of things that should be taken into consideration when looking at this chart including, the percentage of time that participants spend in free time, as this may be the largest portion of time, and the severity of the incidents that occurred.

If you are a small organisation or club who do not enter many incidents it may seem that this reporting feature is less relevant. However, it is important to remember that over time these incident reports can paint a picture that allows you to understand your incidents better. It helps maintain a long term record keeping institutional knowledge of incidents.

(Adapted from Dignan, 2010).

## What’s happening in other organisations?

The NID also lets you look at incidents other organisations report. The nature of many school programmes means that a particular EOTC activity only occurs once a year with a small number of students. Given this scenario you would expect few incidents so it is difficult to identify any patterns. You might have an incident that does not seem very significant by itself. A burn caused by spilling hot food or liquids, for example, can easily be attributed to inattention by an individual. It is not until you look at incident data from other organisations that you see your particular incident may not be such an isolated case. This could lead you to re-think how you plan, teach or manage a particular activity.

An example from the 2010 NID report brings together data on burns from 2007–2009 (Cessford, 2010, p. 62–63). Four of the burns cases are related to hot food or liquids. While this is not a high number it indicates that the incident in the example above is not an isolated case. Each of these incidents occurred at the end of the day when students are tired and hungry, and more easily distracted. This is useful information when it comes to reviewing programmes. Some of the questions that these four cases might prompt are about the supervision and instruction when cooking and handling hot food and drinks. It is a reminder that preparing food should be planned as an integral part of the day, not an afterthought.

## References

Cessford, G.R., 2009. National Incident Database Report 2007-08. Research Programme, New Zealand Mountain Safety Council, Wellington, New Zealand. Accessed 13/01/11 at [www.incidentreport.org.nz/resources/NID\_report\_2009.pdf](http://www.incidentreport.org.nz/resources/NID_report_2009.pdf)

Dignan, A, (2010). National Incident Database Members Update, New Zealand Mountain Safety Council.

Ministry of Education, (2009). *EOTC guidelines: Bringing the curriculum alive.* Learning Media: Wellington.