

Appendix D-2: Workplace Violence Document Analysis Tool

(OSACH 2006)

Date & Time	Document Type	Location	Class'n of Violence	Incident Type	Injury to Client	Details of Incident	Outcome of Incident	Outstanding Issues

Legend:

Document Type:

- 1. JHSC minutes
- 2. Security logs
- 3. Emergency response forms
- 4. Unusual occurrence reports
- 5. Client or visitor report forms
- 6. Client abuse reports
- 7. Grievances

Classification of Violence:

- Type I: Perpetrator has no relationship to organization
- Type II: Client to staff; staff to client
- Type III: Worker to worker
- Type IV: Personal relationship to worker (domestic violence)

Incident Type:

- 1. Threat
- 2. Physical Assault
- 3. Verbal Abuse
- 4. Discrimination/harassment
- 5. Carrying a weapon
- 6. Robbery, arson, vandalism