

## **10-Step Business Plan for Safety**

*The primary component of many of the Ohio Bureau of Workers' Compensation's cost-saving programs including 100% EM Cap Program, One Claim Program and Retrospective Rating.*

Employers who wish to participate in many of the BWC's programs must demonstrate their creation of a 10-Step Business Plan for Safety. In addition to financial benefits of implementing the plan as part of a discount program, all employers who implement a 10-Step Business Plan for Safety can realize its benefits, including improved overall workplace safety and reduction of work-related injuries.

Details on each of the 10 steps in the BWC's 10-Step Business Plan for Safety are outlined in the links below.

- Step 1 Visible, active senior management leadership
- Step 2 Employee involvement and recognition
- Step 3 Medical treatment and return-to-work practices
- Step 4 Communication
- Step 5 Timely notification of claims
- Step 6 Safety & health process coordination & employer education
- Step 7 Written orientation and training plan
- Step 8 Written and communicated safe work practices
- Step 9 Written safety and health policy
- Step 10 recordkeeping and data analysis