Part 50 – Accident & Injury Reporting and Quarterly Hour Reporting

1. When an accident occurs, you must call the MSHA district or subdistrict office immediately. True___ False___.*
2. The operator must investigate every accident and injury, which occurs at the mine. True___ False____.
3. It is almost never acceptable to use the form 7000-1 MSHA Accident, Injury and Illness Report form to investigate an accident. True___ False___.*
4. You are not allowed to alter an accident scene until all investigations have been completed without exception. True___ False___.*
5. First aid need not be reported on Form 7000-1. True___ False____.
6. First aid means one-time treatment and any follow-up visit for observational purposes, of a minor injury. True___ False____.
7. For all reportable accidents, injuries or illnesses, a copy of form 7000-1 must be submitted to MSHA within: a) 5 days___, b)10 days___, c)20 days___, d)1 month____.
8. MSHA’s yellow-jacket booklet gives instructions to help you determine if an accident, injury, or illness is immediately reportable. True___ False___.*
9. Quarterly Employment reports must be postmarked no later than the last day of March, June, September, and December. True___ False___.
10. You must retain copies of your quarterly employment reports for 5 years. True___ False____.
11. Total employee-hours worked during the quarter includes paid leave. True___ False____.
12. The number of employees reported is obtained by adding the number employed during each pay period, dividing by the number of pay periods, and rounding to the nearest whole number. True___ False____.
13. The number of injuries, which occurred during the quarter, is entered into the Quarterly Employment Report under “Other Reportable Data”. True___ False___.*
14. The incidence rate is the average number of cases for 200,000 hours worked and is obtained by multiplying the total number of cases by 200,000 and dividing by the total number of hours worked. True___ False___.*
15. A contractor should use the ID number for the mine where the work is actually done. True___ False____.

Ans. – 1-10:   F,T,T,F,T,b,T,F,T
11-15:  F,T,T,T,T

*Discussion of Answers:
1. True -- The MSHA field office can also help you determine at once whether or not the accident is reportable. MSHA does not want accidents reported that are not reportable.
3. True -- Only a mine with less than 20 employees reporting an occupational injury not related to an accident can use the form 7000-1 as a report of the accident investigation.
4. False -- Need MSHA permission except to the extent necessary to rescue or recover an individual, prevent or eliminate an imminent danger, or prevent destruction of mining equipment.
8. Contact Dave Carlson (dcarlson@mtu.edu) for an electronic copy of this booklet.
9. Quarterly employment reports are due by the 15th of the month following the quarter (Apr 15, July 15, Oct 15, and Jan 15).
13. MSHA crosschecks by computer to ensure that the number of injuries agrees with the number reported on form 7000-1.
14. Make sure you report all of the hours worked or your reported incidence rate will be higher than the actual rate, and an unusually high incidence rate may trigger additional MSHA inspections.