# UPLOADS ANNUAL REPORT 2019

## Australian National Incident Dataset
## September 14, 2018 to September 13, 2019

# The Research Team

**The research team would like to take this opportunity to thank our funding partners and participants for their continued support and contribution to the Understanding and Preventing Led Outdoor Accidents Dataset (UPLOADS) research project.**

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# Funding Partners

This project is supported by funding from the Australian Research Council (ARC; LP150100287) in partnership with Australian Camps Association, Outdoor Council of Australia, The Outdoor Education Group, Sport and Recreation Victoria, Victorian YMCA Accommodation Services Pty Ltd, Outdoors Victoria, Outdoors NSW, Outdoors WA, Outdoors South Australia, Queensland Outdoor Recreation Federation, Wilderness Escape Outdoor Adventures, Venture Corporate Recharge, and Christian Venues Association.

The Australian Centre for Research into Injury in Sport and its Prevention (ACRISP) is one of the International Research Centres for Prevention of Injury and Protection of Athlete Health supported by the International Olympic Committee (IOC). Paul Salmon's contribution was funded through his current Australian Research Council Future Fellowship (FT140100681). Natassia Goode's contribution is funded through the University of the Sunshine Coast and the State of Queensland through the Department of Science, Information Technology and Information, Advance Queensland Research Fellowship.

# Table of Contents


**Introduction** ..... **1**

Project Background ..... 1
What is in this Report? ..... 1
Need More Information? ..... 1

**Inclusion Criteria** ..... **2**

Eligibility Criteria ..... 2
Confidentiality ..... 2

**Organisation Demographics** ..... **2**

Organisation Size and Type ..... 2

**Overall Incidents** ..... **3**

Incident Characteristics ..... 3
Number of Incidents and Overall Incident Rate ..... 3
Activity Incident Rate ..... 3
Incident Types ..... 4
Actual Severity ..... 4
Activity Participant Demographics ..... 4
Gender of Activity Participants Involved in Incidents ..... 4
Age of Activity Participants Involved in Incidents ..... 5
AcciMaps ..... 5
Contributory Factors ..... 6
Relationships between Contributory factors ..... 7

**Injury Incidents** ..... **8**

Injury Incidents and Incident Rate ..... 8
Activity Incident Rate ..... 8
Actual Severity Ratings ..... 8
Injuries by Program Type ..... 8
Injury Characteristics ..... 9
Injury Types and Location ..... 9
Walking / Running Injuries ..... 10
Contributory Factors ..... 11
Contributory Factor Descriptions ..... 12
Relationships between Contributory Factors ..... 13

**Illness Incidents** ..... **14**

Illness Incidents and Incident Rate ..... 14
Activity Incident Rate ..... 14
Actual Severity Ratings ..... 14
Pre-existing Health Conditions ..... 14
Illness Types ..... 15

# Table of contents continued


Nausea / Vomiting Illnesses ..... 15
Contributory Factors ..... 16
Contributory Factor Descriptions ..... 17
Relationships Between Contributory Factors ..... 18
**Near Miss Incidents ..... 19**
Near Miss Incidents and Incident Rate ..... 19
Activity Incident Rate ..... 19
Potential Severity Ratings ..... 19
Contributory Factors ..... 21
Contributory Factor Descriptions ..... 22
Relationships Between Contributory Factors ..... 23
**Psychosocial Incidents ..... 24**
Psychosocial Incidents and Incident Rate ..... 24
Activity Incident Rate ..... 24
Psychosocial Incident Types ..... 24
Contributory Factors ..... 25
Contributory Factor Descriptions ..... 26
Relationships between Contributory Factors ..... 27
**Equipment Damage Incidents ..... 28**
Equipment Damage Incidents and Incident Rate ..... 28
Activity Incident Rate ..... 28
Equipment Damage Descriptions ..... 28
Contributory Factors ..... 29
Contributory Factors Descriptions ..... 30
**Discussion ..... 31**
Incident Reporting ..... 31
Incident Rates ..... 32
Incident Severity ..... 32
Contributory Factors ..... 32
Developing Incident Prevention Strategies ..... 33
Conclusions ..... 33
**Glossary of Terms ..... 34**

# Introduction

## Project Background

The Understanding and Preventing Led Outdoor Accidents Data System (UPLOADS) is a sector-wide incident reporting system that was developed to collect quality data on adverse incidents that occur during Led Outdoor Activities (LOA).

The UPLOADS App is a web-based application used to record: incident reports; LOA participation data; and action plans used to address identified problems. LOA providers are encouraged to use the UPLOADS App to collect and analyse detailed information to detect trends and formulate data-driven incident prevention strategies.

LOA providers are also invited to share their self-reported and de-identified data with the National Incident Dataset (NID). When LOA providers submit their data to the NID, it forms a repository of information that is used by the research team to analyse incidents, contributory factors, and participation data from a national perspective.

The annual reports generated from the UPLOADS National Incident Dataset contribute to an improved understanding of the incidents that occur during LOA in Australia. These findings can be used to support the development of data-driven, targeted incident prevention strategies.

## What is in this Report?

The aim of this report is to present a detailed overview of the data collected via the NID between September 14, 2018 an September 13, 2019. Specifically the report presents the:

- characteristics of incidents (Including: injuries, illnesses, near misses, psychosocial incidents; and damage to equipment)
- frequency of incidents associated with different types of LOA
- network of contributory factors involved in the different types of incidents.

## Need More Information?

For more information about the UPLOADS Project and copies of previous reports issued by the research team, visit our website or contact:

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# Inclusion Criteria

Between September, 2018 to September, 2019, 74 Australian based LOA providers registered to use the UPLOADS App and contribute data to the National Incident Dataset (NID).

### Eligibility Criteria

To gain an accurate understanding of the type, frequency, and causation of incidents, the research team reviewed the data to ensure that it met the following criteria.

- Data was complete and entered in accordance with the UPLOADS App online training materials.
- Participation data included the breakdown of activities and the number of participants involved in each activity per day.
- Incident reports included descriptions of each contributory factor and relationships between contributory factors.

### Confidentiality

To protect the confidentiality and privacy of LOA providers and individuals, the following restrictions on reporting the aggregate data were enforced.

- Individual identifiable incidents are not reported in isolation.
- There must be at least 20 incident reports for a particular incident type to form the basis for an aggregate analysis (for example, a detailed analysis of three incidents involving a social/psychological outcome would not be published).
- An activity must be conducted by three or more LOA providers to report on incidents associated with a specific LOA (for example, a detailed analysis of archery incidents would not be published if the activity was only conducted by one LOA provider).

# Organisation Demographics

***18 of the 74 organisations registered to use the UPLOADS App reported data deemed suitable for inclusion in this analysis.***

The 18 organisations are based in Australia and operate in 121 locations across all states/territories, and outside Australia.

### Organisation Size and Type

| Organisation Size | Organisation Types |
|---|---|
| Based on the number of employees or volunteers:<br>• 3 x Large (200 or more employees)<br>• 6 x Medium (20 to 200 employees)<br>• 6 x Small (5-20 employees)<br>• 3 x Micro (5 or less employees) | 1 x Government / Public Sector<br>7 x Not-for-Profit<br>8 x Commercial Enterprise<br>2 x Other |

# Overall Incidents

## Incident Characteristics

This section provides an overview of all incidents, including injuries, illnesses, near misses, psychosocial incidents, and damage to equipment.

### Number of Incidents and Overall Incident Rate

The table below provides an overview of the total number of incidents reported, the number of program participation days, and the number of incidents reported per 1000 program participation days.

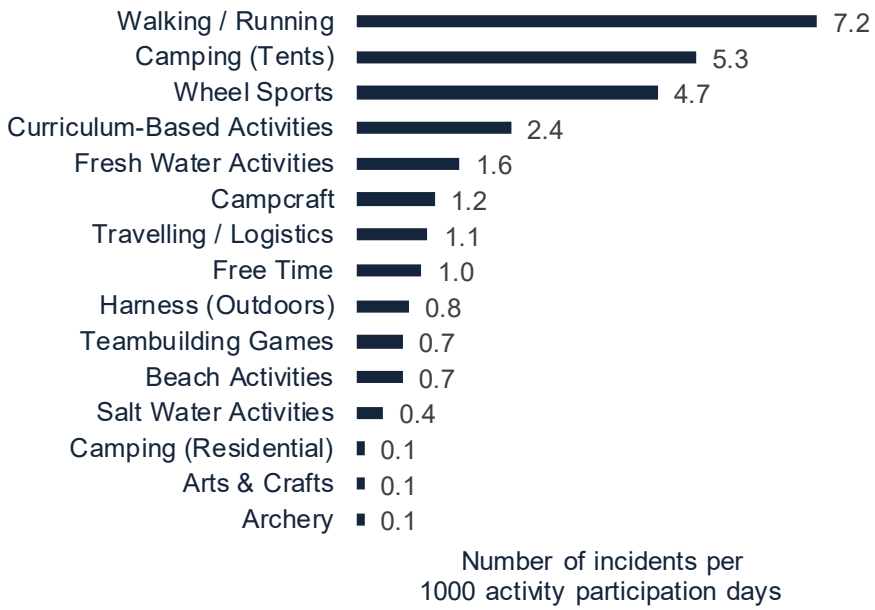
***Participation days is calculated using the program length and the total number of participants (for example, if a program is five days with 12 participants, this would equate to 60 program participation days).***

| | | |
|---|---|---|
| **2457**<br>Incidents Reported | **357691**<br>Program Participation Days | **6.9**<br>Incidents reported per 1000 program participation days |

### Activity Incident Rate

The activity incident rate describes the number of incidents that occur during 1000 activity participation days.

This graph shows the incident rate for each activity type.

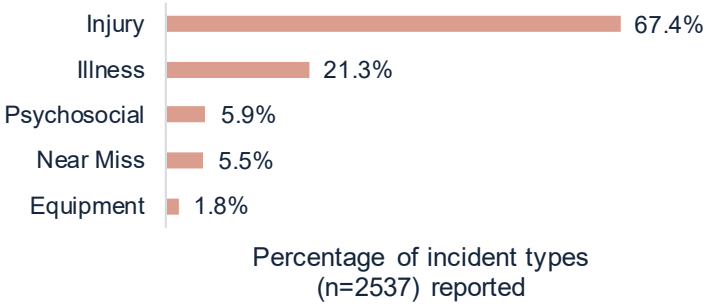



***Activity participation days is calculated using the number of days an activity is conducted, and the number of participants exposed to the activity each day. For example, canoeing is conducted over two days, and 11 and 12 participants participated in the activity respectively. This equates to 23 Activity Participation Days.***

### Incident Types

Of the incidents reported, injuries were the most common incident type.

This graph provides the percentage of incidents by incident type.




Percentage of incident types (n=2537) reported

***From the 2457 incidents reported, 80 reports contained more than one incident type (e.g. An injury and equipment damage incident may have been reported on one incident report).***

### Actual Severity

78% of the incidents with an adverse outcome were rated as minor in severity. This indicates that most incidents had short term impact, required localised care (for example, first aid), and did not require evacuation from program.

***Adverse outcomes are events resulting in injury, illness, psychosocial impacts, or equipment damage. Near misses are omitted from this table, as they are potential severity ratings.***

| Actual Severity Rating | Number of adverse outcome related incidents |
|---|---|
| No Impact | 18 (<1%) |
| Minor | 1841 (78%) |
| Moderate | 459 (19%) |
| Serious | 49 (2%) |
| Severe | 3 (<1%) |
| Critical | 0 (0%) |

## Activity Participant Demographics

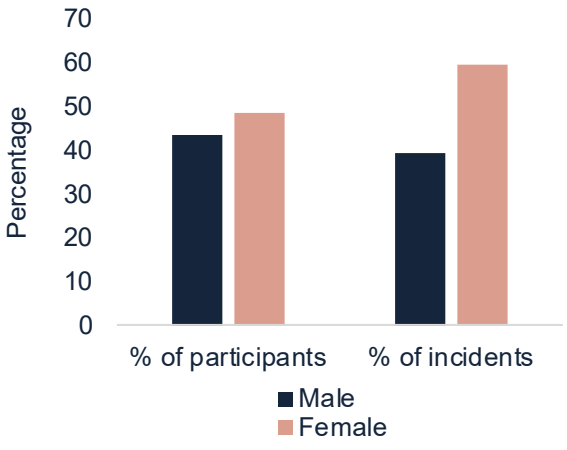
The following sections describe the demographics of activity participants involved in the incidents.

### Gender of Activity Participants Involved in Incidents

From the participants involved in led outdoor activities, less than 1% identified as 'other'.

This graph shows that, despite similar rates of participation, females were involved in more incidents than males.

***Note: The gender for 8,879 activity participants was not reported.***



### Age of Activity Participants Involved in Incidents

This table compares the age groups of participants involved in incidents to the total number of participants across all programs.

| Participant age | Participants involved in incidents | Participants involved in all programs |
|---|---|---|
| 0-5 years | 5 | 173 |
| 6-12 years | 672 | 45,687 |
| 13-17 years | 1,653 | 58,292 |
| 18-29 years | 16 | 2,409 |
| 30-49 years | 1 | 1,468 |
| 50+ years | 4 | 331 |
| Not Reported | 52 | 4,122 |

## AcciMaps

UPLOADS is underpinned by Systems Thinking. This approach argues that safety and behaviour is the shared responsibility of everyone working in the LOA system.

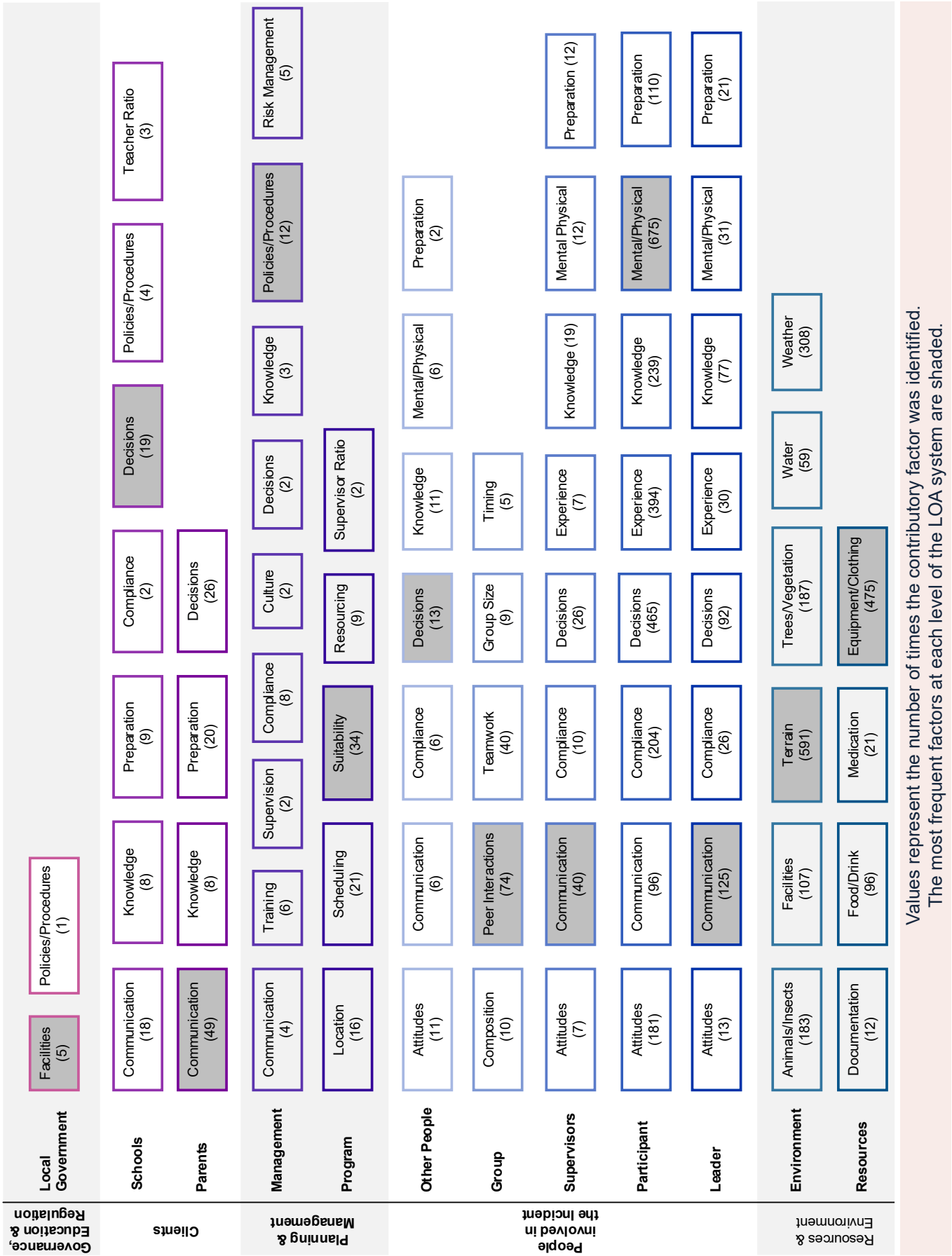
The LOA System contains: Government Departments; Regulators; Schools; Parents/Guardians; Management; Activity Leaders/Supervisors/Participants/Support Staff; the environment; and equipment.

Contributory factors can be associated with anyone within the LOA system and can occur immediately before the incident, or in the hours, days, weeks, and even years before the incident. Contributory factors include any decisions, actions, events, omissions, or conditions, that could have contributed to the incident occurring. The severity of an incident can also be affected by factors that occur after the event (for example, emergency response time, first aid, or medical treatment provided).

The following sections use AcciMaps to graphically represent the LOA System and the complex network of contributory factors involved in incident causation. The AcciMaps can be used to understand how incidents occurred and identify and address the interacting contributory factors to prevent incidents.

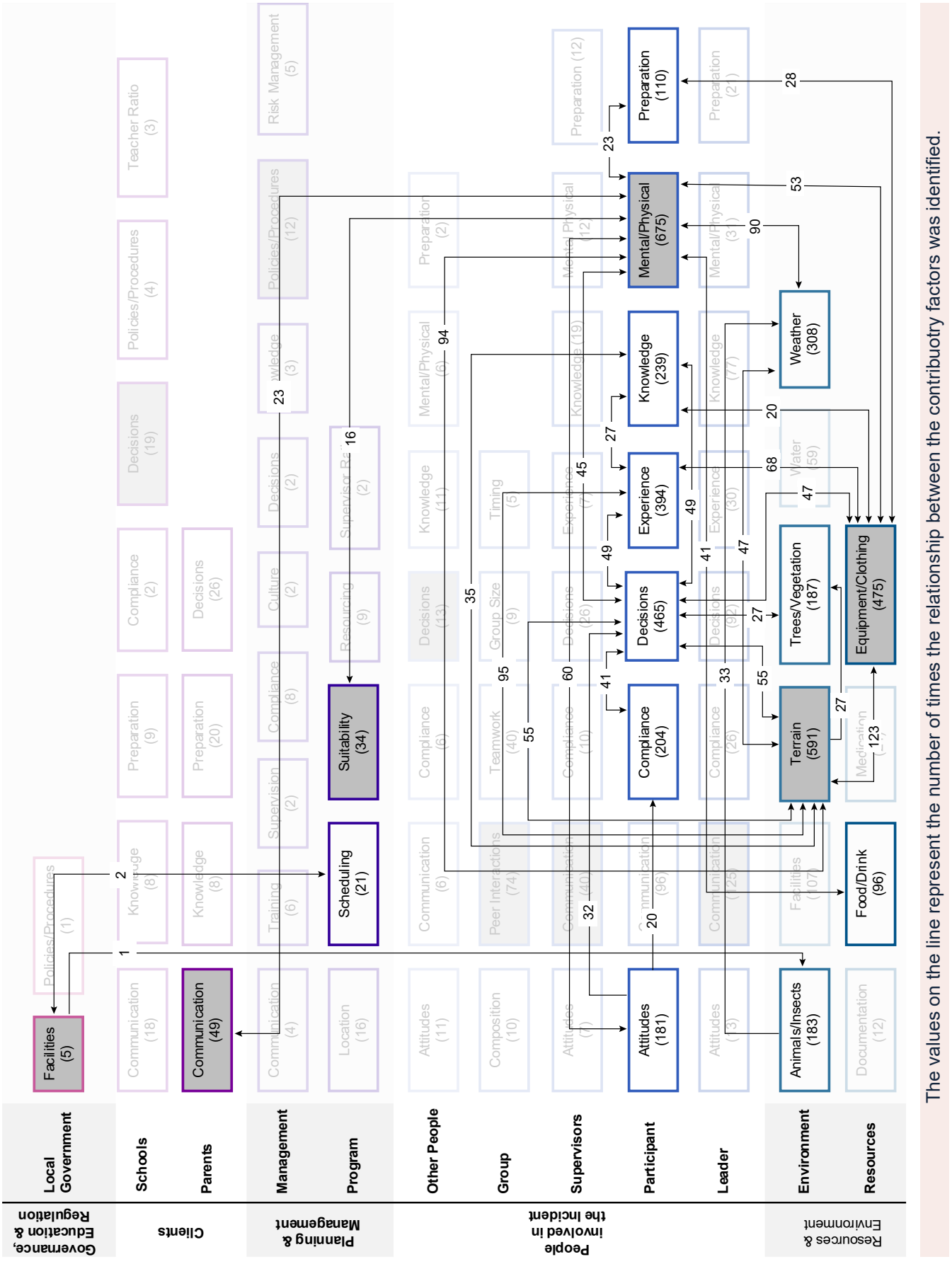
# Contributory Factors

This figure highlights the contributory factors identified in the 2457 reported incidents.



# Relationships between Contributory factors

This figure shows the most prominent relationships between contributory factors identified in 2457 reported incidents.



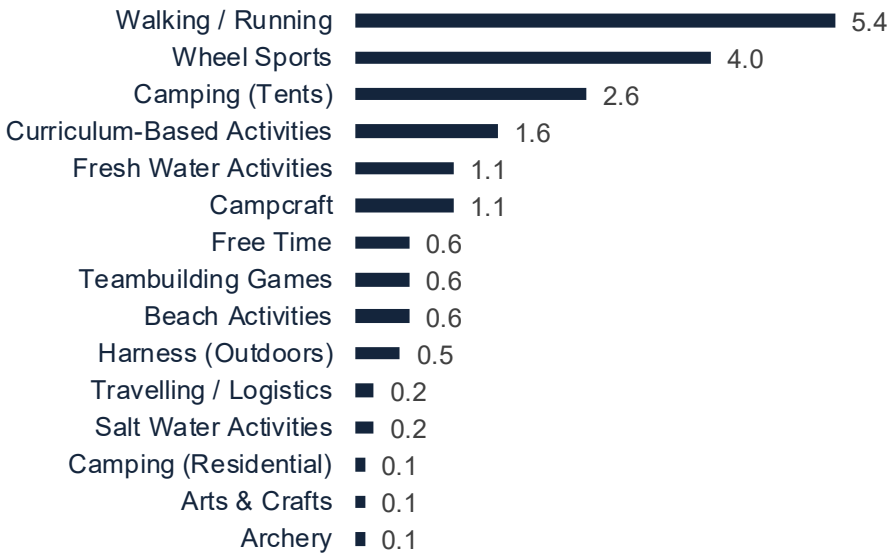
# Injury Incidents

## Injury Incidents and Incident Rate

| 1657 | 357691 | 4.6 |
|---|---|---|
| Incidents Reported | Program Participation Days | Incidents reported per 1000 program participation days |

### Activity Incident Rate

This graph shows the injury rate for each activity (i.e. the number of injury incidents per 1000 activity participation days).




Number of injury incidents per 1000 activity participation days

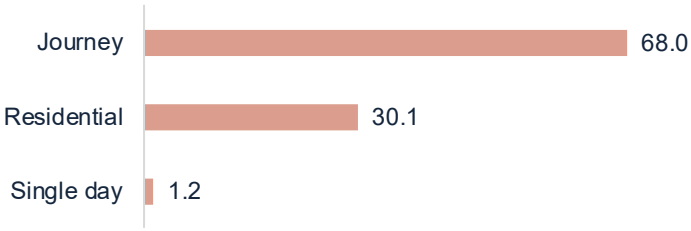
### Actual Severity Ratings

Most injuries were rated as minor, with 82% of injuries reported to have short term impact, required localised care (for example, first aid), and did not require evacuation from the program.

| Actual severity rating | Number of injury related incidents |
|---|---|
| No Impact | 0 (0%) |
| Minor | 1358 (82%) |
| Moderate | 265 (16%) |
| Serious | 32 (2%) |
| Severe | 2 (<1%) |
| Critical | 0 (0%) |

### Injuries by Program Type

The majority of injuries occurred on journey-based programs where activities and accommodation occurred at multiple locations, across two or more days. This was followed by residential programs where most activities and accommodation occurred at a single location, across two or more days.




Percentage of injury related incidents (n=1657) by program type

# Injury Characteristics

## Injury Types and Location

This section describes the frequency of injuries to body locations, and the types of injuries reported at each location. Please note that the injury type for 60 injuries was not reported in the NID.

***Note: The values below represent the number of injury types reported in each body location. The percentages on the diagram represent the percentage of injuries reported in each body location.***

**A. Head or Neck**
- Superficial (26)
- Head Trauma (13)
- Other (11)

**B. Face**
- Superficial (57)
- Wound - Open (15)
- Other (33)

**C. Chest**
- Muscular (4)
- Crushing (2)
- Other (3)

**D. Stomach**
- Superficial (12)
- Bite/Sting (3)
- Muscular (2)

**E. Lower Back / Spine / Buttocks**
- Muscular (29)
- Superficial (11)
- Dislocation/Strain (8)

**F. Hip**
- Superficial (26)
- Muscular (3)
- Not Applicable (1)

**G. Pelvis / Groin**
- Superficial (6)
- Crushing (2)
- Dislocation/Strain (1)

**H. Shoulder / Upper back**
- Muscular (22)
- Superficial (12)
- Dislocation/Strain (10)

**I. Upper Arm**
- Superficial (10),
- Bite/Sting (3)
- Heat-Related (3)

**J. Elbow**
- Superficial (60)
- Wound - Open (19)
- Bite/Sting (5)

**K. Forearm / Wrist**
- Superficial (35)
- Muscular (19)
- Dislocation/Strain (15)

**L. Hands / Fingers**
- Superficial (243)
- Wound - Open (105)
- Burns (46)

**M. Thigh**
- Superficial (26)
- Bite/Sting (19)
- Muscular (6)

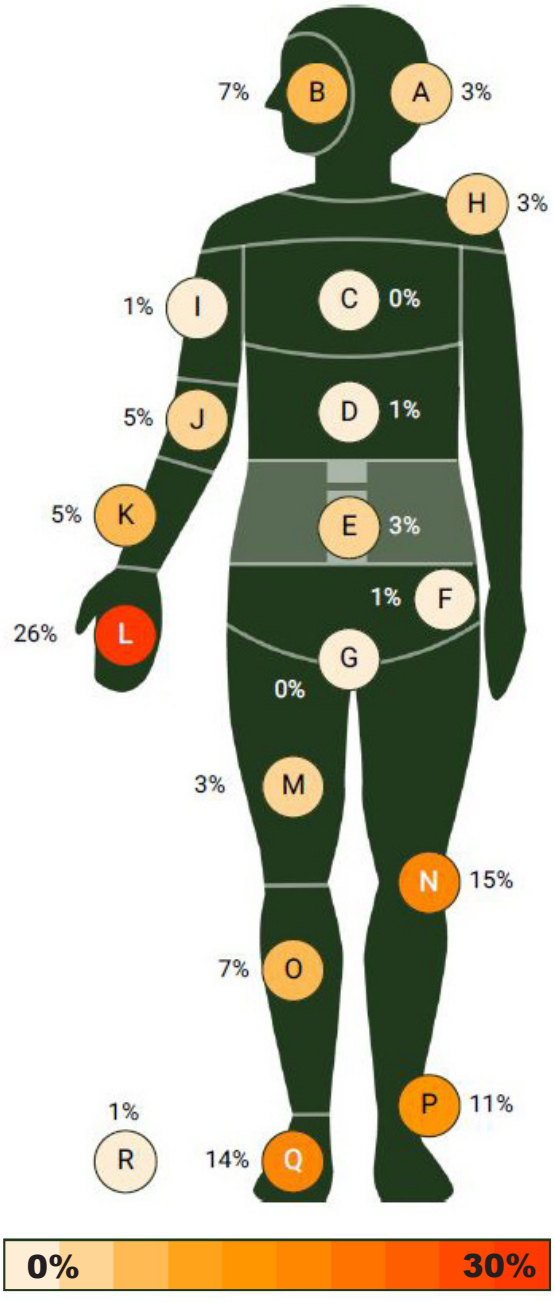
**N. Knee**
- Superficial (139)
- Muscular (51)
- Wound - Open (42)

**O. Lower Leg**
- Superficial (63)
- Bite/Sting (34)
- Wound - Open (18)

**P. Ankle**
- Muscular (98)
- Dislocation/Strain (49)
- Bite/Sting (31)

**Q. Feet / Toes**
- Superficial (163)
- Bite/Sting (22)
- Muscular (21)

**R. Unspecified**
- Superficial (6)
- Bite/Sting (4)
- Other (3)

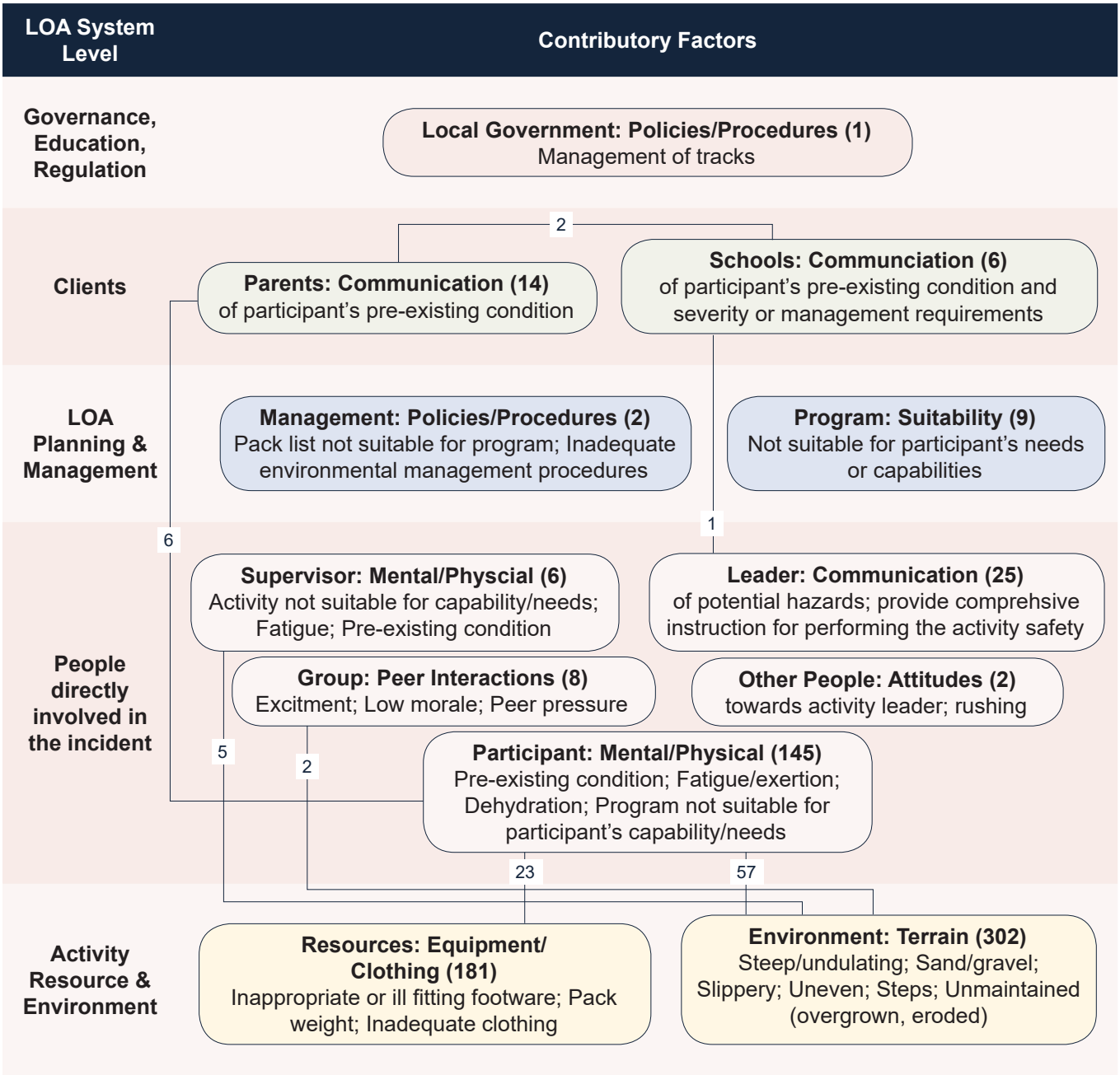


# Walking / Running Injuries

The activity with the highest injury rate was walking / running. The most frequent types of injuries that occurred during this activity were:

- superficial (for example, blisters/hot spots, grazes, scratches, cuts)
- muscular
- dislocation/strain
- bite/sting.

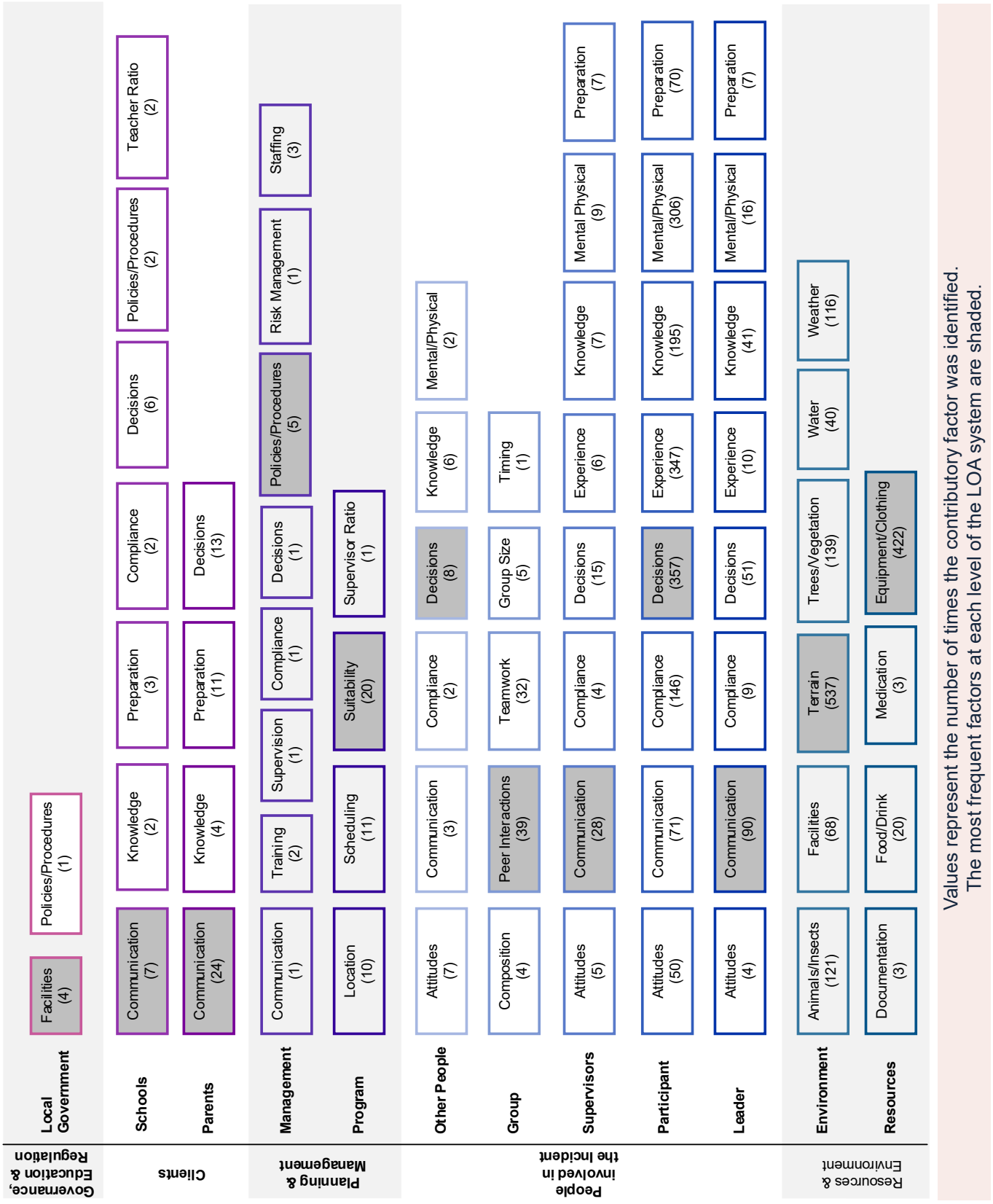
The figure below shows the most frequently identified contributory factors associated with walking / running injuries at each level of the LOA system. The values in brackets represent the number of times the factor was identified. The values on the line represent the number of times a relationship between the factors was identified.




The most frequenly identified contributory factors and relationships between factors assoicated with injuries that occur during walking / running.

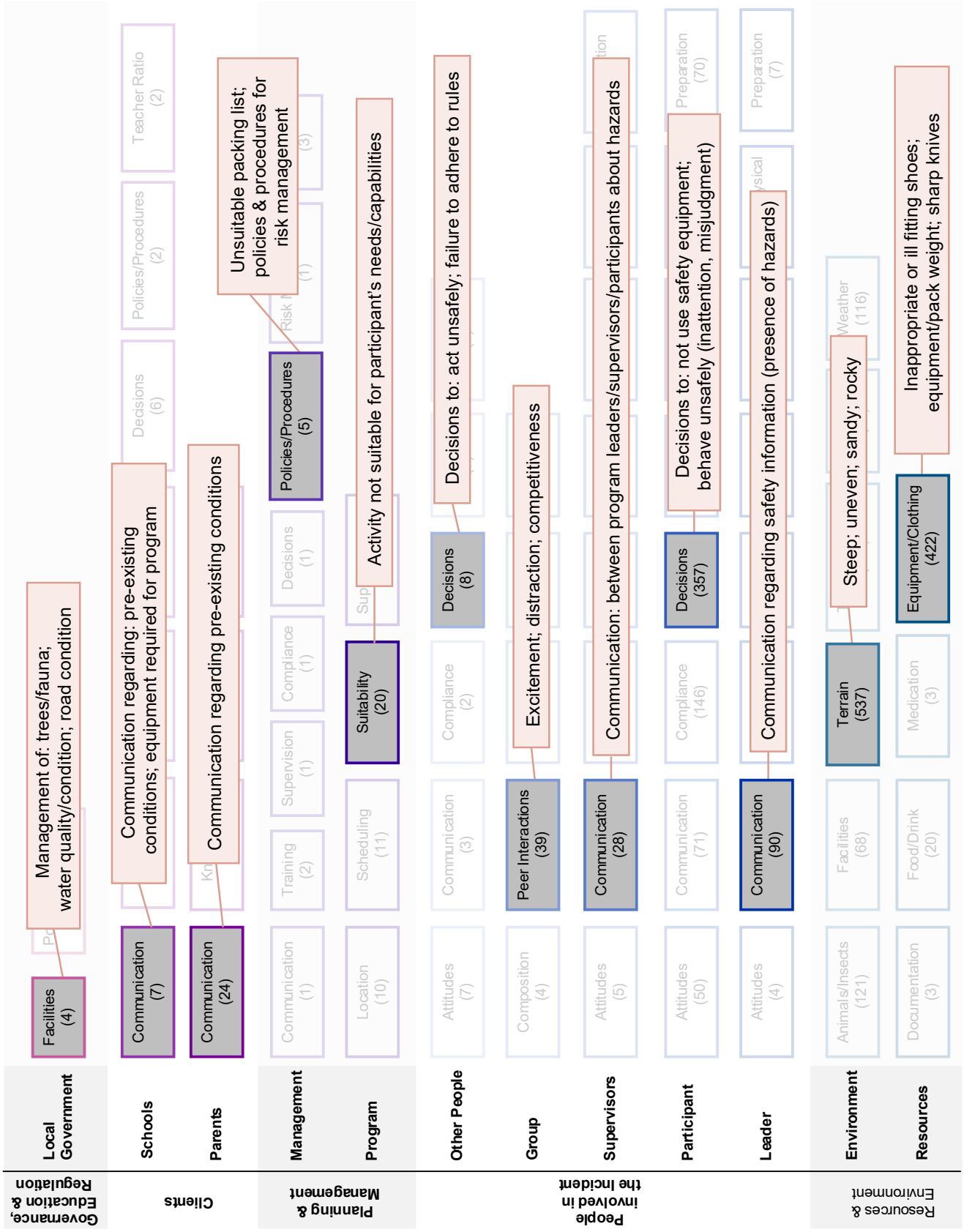
# Contributory Factors

This figure shows the contributory factors that were identified in 1657 reported injury incidents.



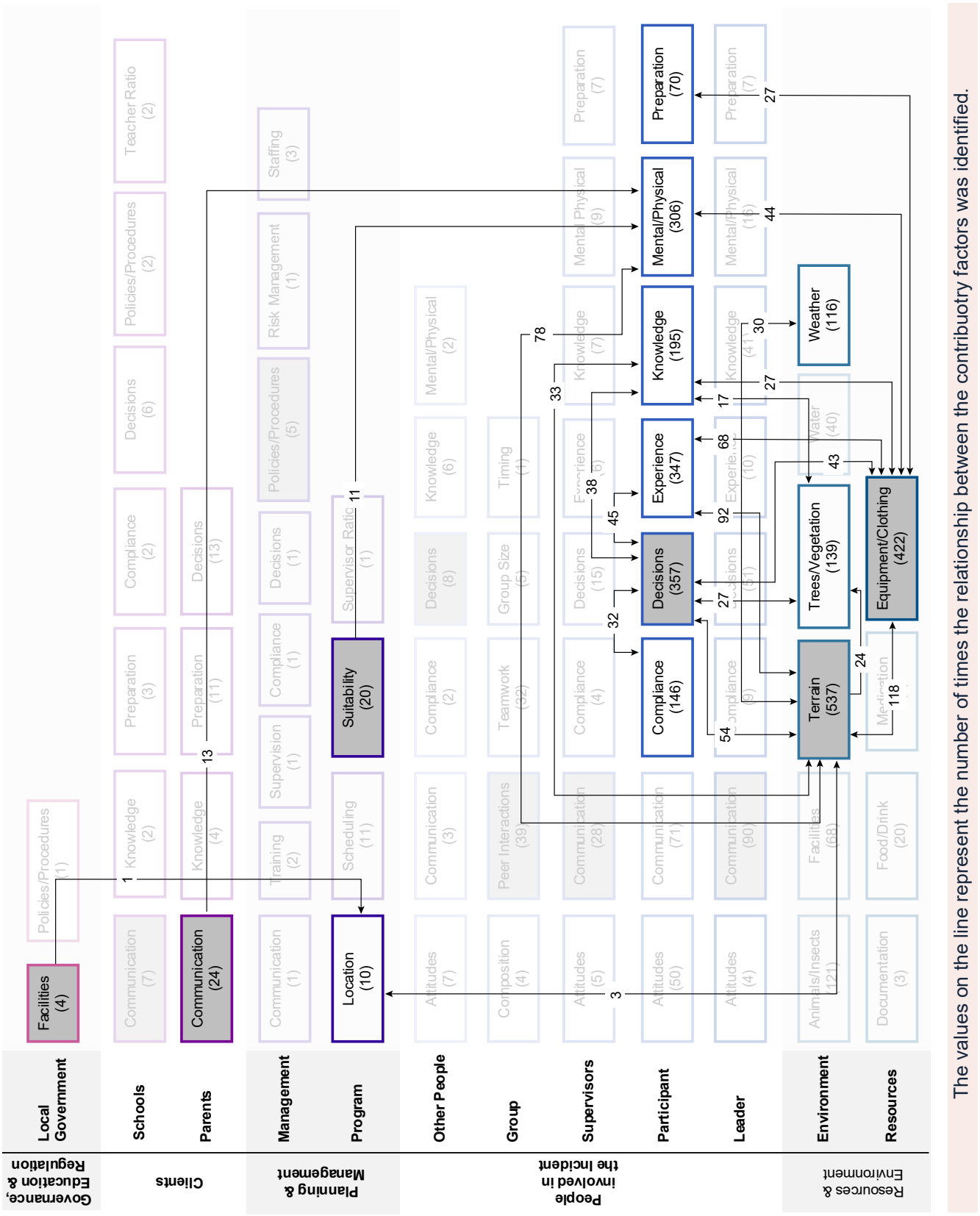
## Contributory Factor Descriptions

This figure provides examples of how the most frequently identified contributory factors contributed to the injury incidents.



# Relationships between Contributory Factors

This figure shows the most prominent relationships between contributory factors identified in 1657 reported injury incidents.



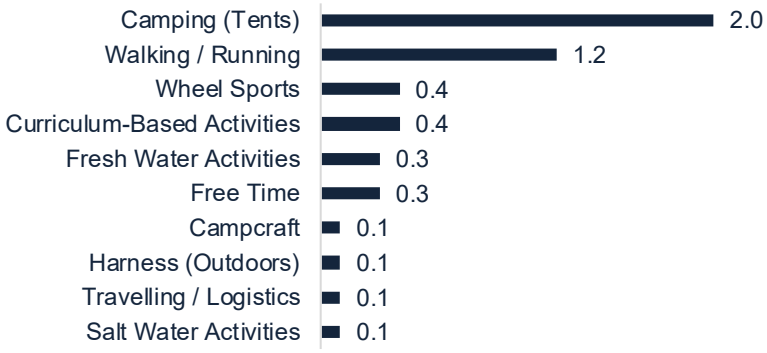
# Illness Incidents

## Illness Incidents and Incident Rate

| 523 | 357691 | 1.5 |
|---|---|---|
| Incidents Reported | Program Participation Days | Incidents reported per 1000 program participation days |

### Activity Incident Rate

This graph shows the illness incident rate for each activity.




Number of illness incidents per 1000 activity partcipation days

### Actual Severity Ratings

Most illnesses were rated as minor, with 73% of illnesses reported to have short term impact, required localised care (for example, first aid), and did not require evacuation from program.

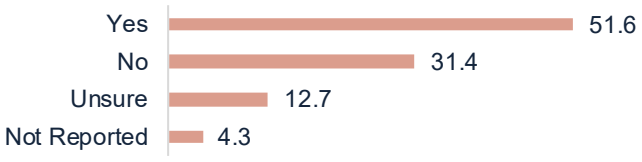
***Note: Some incident reports included more than one incident type (for example, one incident report may have reported an illness and an equipment incident type).***

| Actual Severity Rating | Number of Illness related incidents |
|---|---|
| No Impact | 3 (<1%) |
| Minor | 379 (72%) |
| Moderate | 131 (25%) |
| Serious | 9 (2%) |
| Severe | 1 (<1%) |
| Critical | 0 (0%) |

### Pre-existing Health Conditions

This graph shows that 52% of illness were associated with a pre-existing health condition. By examining how pre-existing conditions contribute to incidents whilst on programs, we can better design, plan, and deliver programs in a way that can help make outdoor activities safer. Examples of the pre-existing conditions include:

- asthma
- allergies
- cold and flu
- migraines
- menstruation.




Percentage of illnesses (n=523) assoicated with a a pre-existing condition

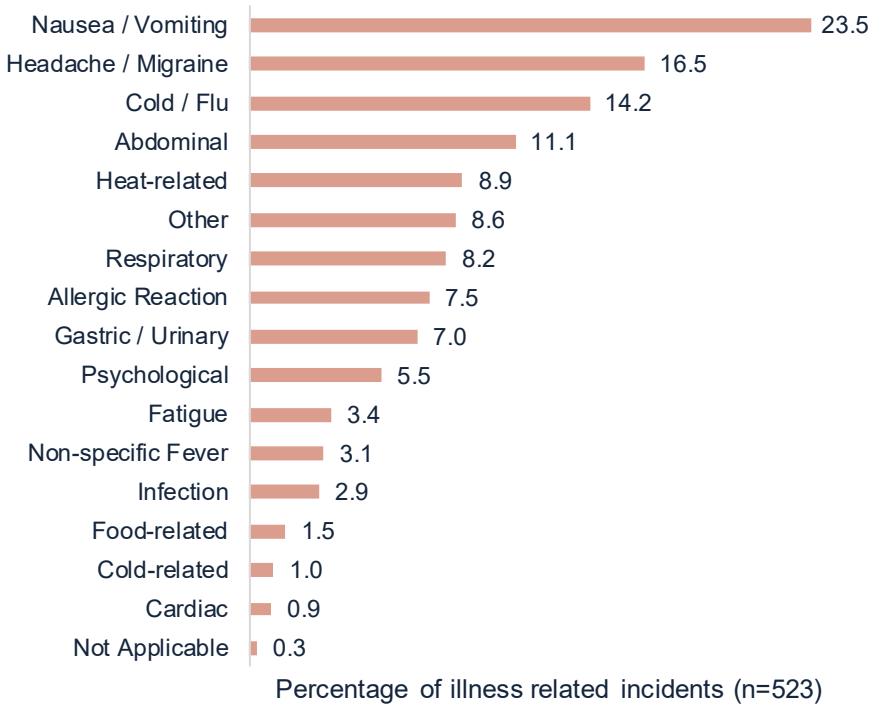
# Illness Characteristics

## Illness Types

This graph shows the percentage of illness types reported.

The “Other” Illness type was selected for a number of symptoms where the cause was unknown or did not align with the predefined list of illness types. Symptoms included:

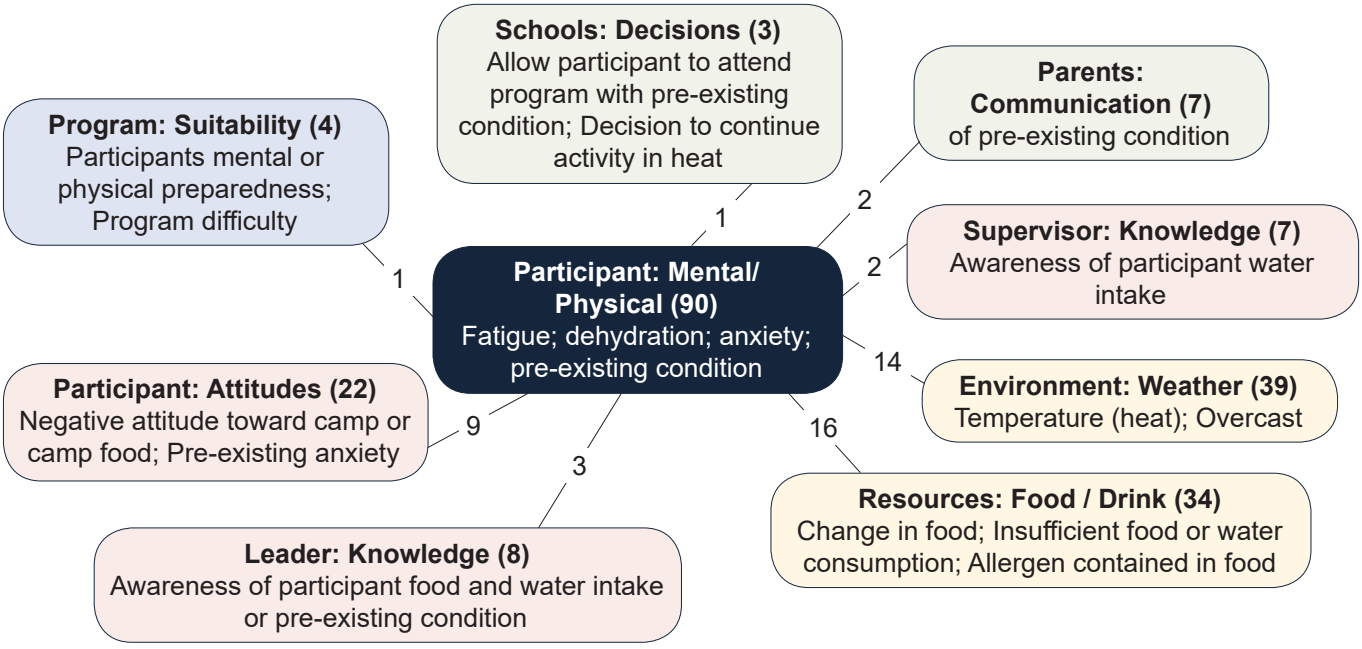
- stuffy nose, red eyes, sneezing
- diabetes
- menstrual pain / distribution of sanitary products
- rashes / eczema
- fatigue
- fainting
- stomach pain.




***Note: The illness type was not reported for 37 incident reports.***

# Nausea / Vomiting Illnesses

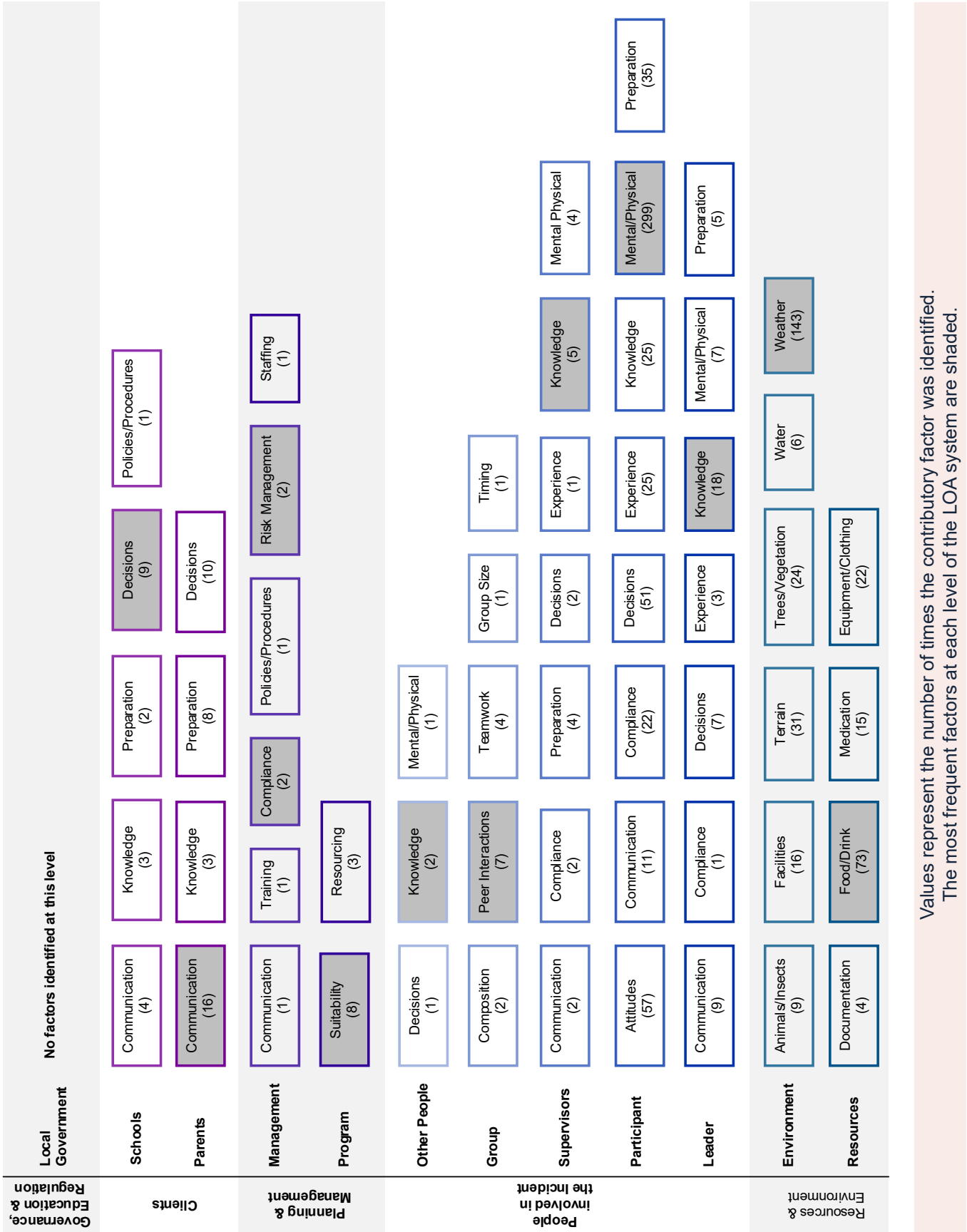
The most frequent illness type was nausea / vomiting. The below graphic shows the most frequently identified contributory factors associated with this illness type. The values in brackets represent the number of times the factor was identified, the values on the line represent the number of times a relationship between the factors was identified.




The most frequent contributory factors and relationships identified in nausea/vomiting incidents.

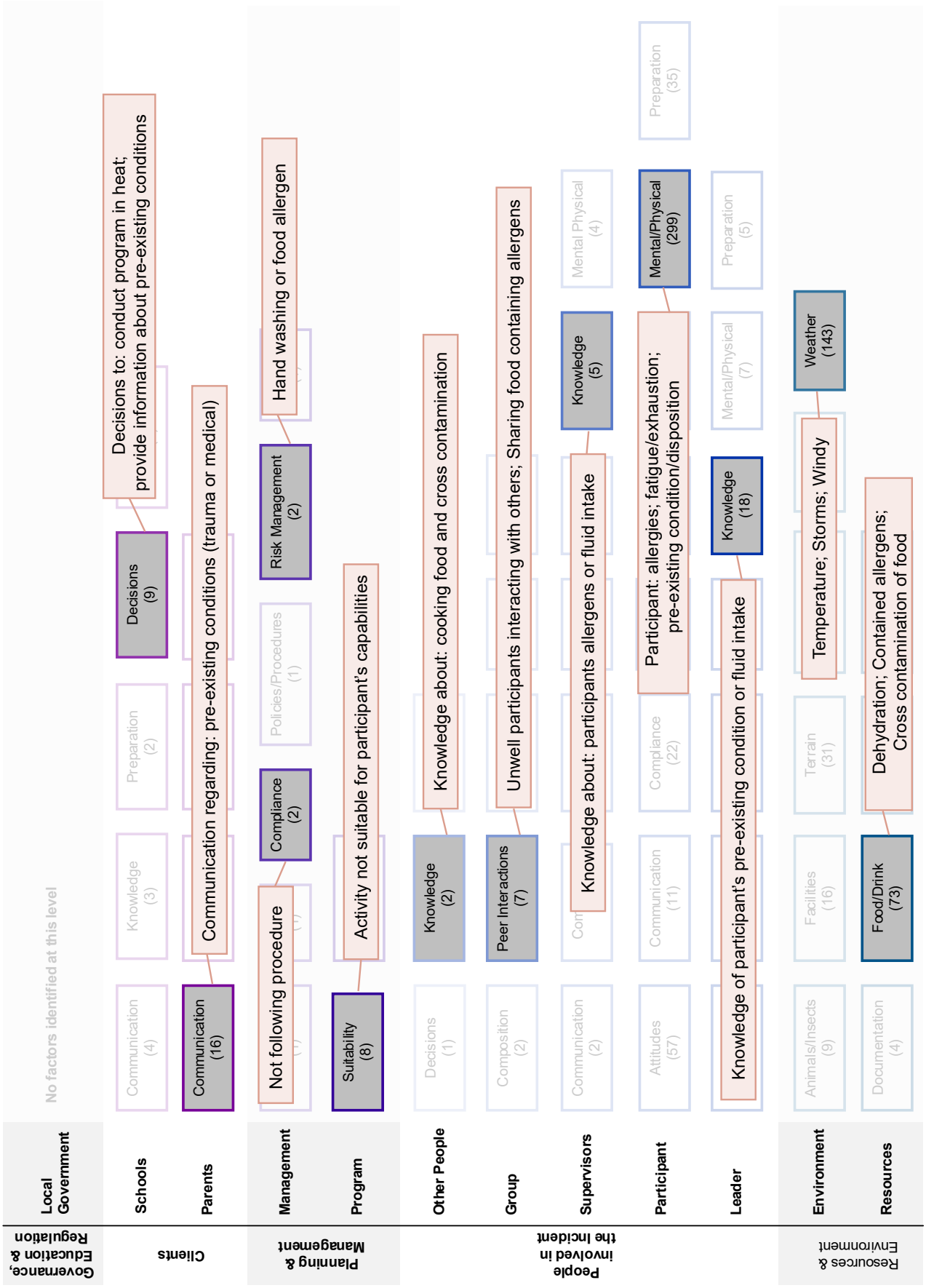
# Contributory Factors

This figure shows the contributory factors that were identified in 523 reported illness incidents.



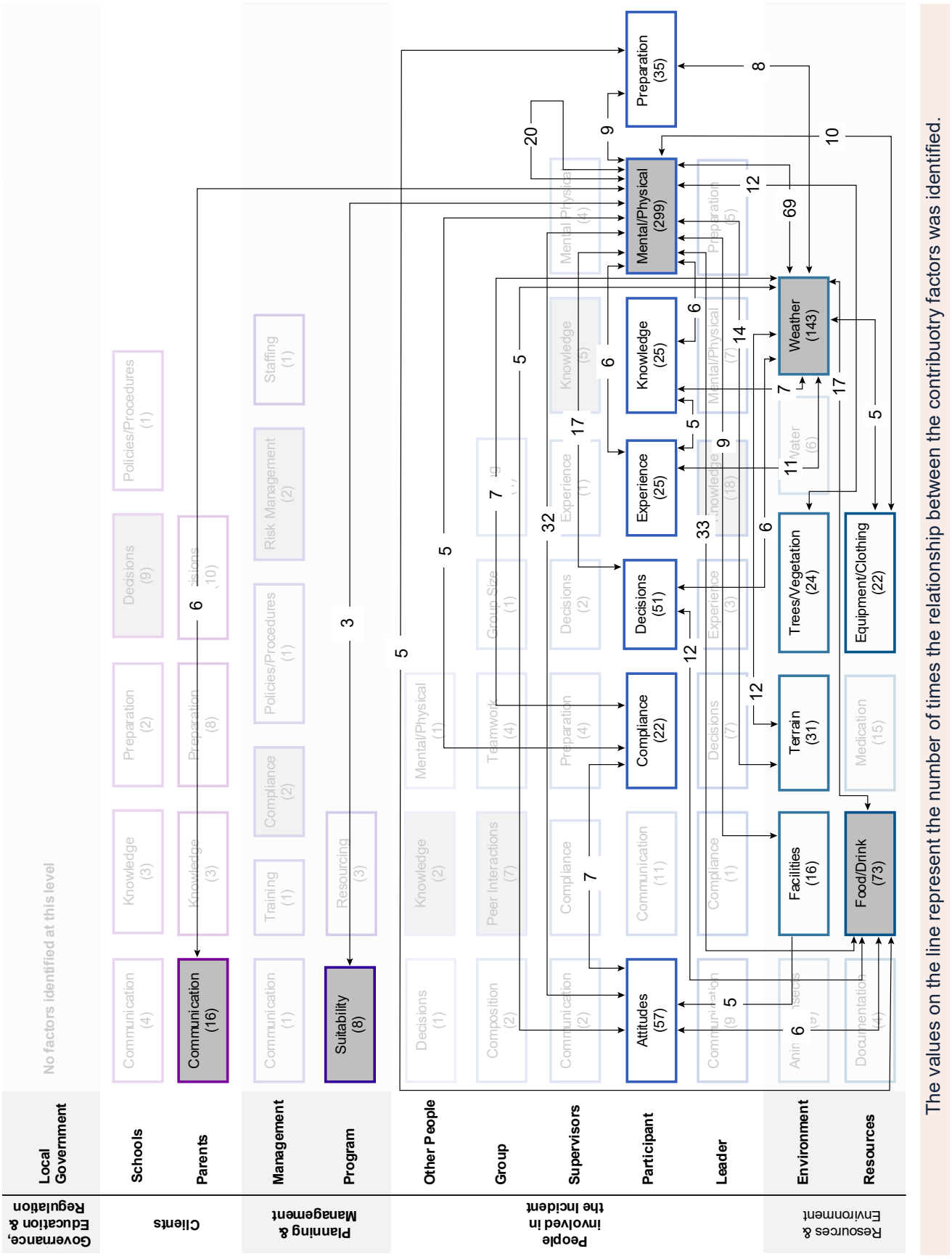
## Contributory Factor Descriptions

This figure provides examples of how the most frequently identified contributory factors contributed to illness incidents.



# Relationships Between Contributory Factors

This figure shows the most prominent relationships between contributory factors identified in 523 reported illness incidents.



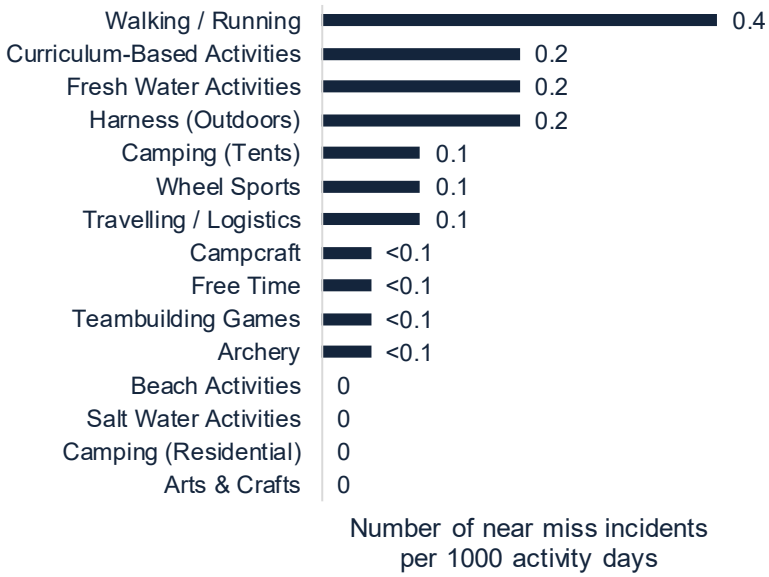
# Near Miss Incidents

## Near Miss Incidents and Incident Rate

| 136 | 357691 | 0.4 |
|---|---|---|
| Incidents Reported | Program Participation Days | Incidents reported per 1000 program participation days |

### Activity Incident Rate

This graph shows the near miss incident rate for each activity.




### Potential Severity Ratings

This analysis shows the potential severity ratings for near miss incidents. These ratings are based on the reporter's subjective perception of the most likely or probable outcome should a similar event occur in the future, under similar circumstances.

36% of near miss incidents had the potential to result in a serious adverse event. This level of severity would result in medium to long term effects, require timely external medical care and full evacuation.

| Potential Severity Rating | Number of near miss incidents |
|---|---|
| No Impact | 6 (4%) |
| Minor | 13 (10%) |
| Moderate | 32 (24%) |
| Serious | 49 (36%) |
| Severe | 25 (18%) |
| Critical | 11 (8%) |

## Why are near miss incidents important?

***Near misses provide insight on potential incidents, and contributory factors and relationships associated with incident causation. Continuing to report and analyse near misses can help identify proactive incident prevention strategies to mitigate the likelihood of adverse outcomes.***

The following table shows that the most frequently identified contributory factors at each level of the LOA system are similar for near miss and injury incident types associated with walking / running. By analysing near misses, your organisation can use the information to identify trends and incident prevention strategies to help mitigate the likelihood of adverse outcomes.

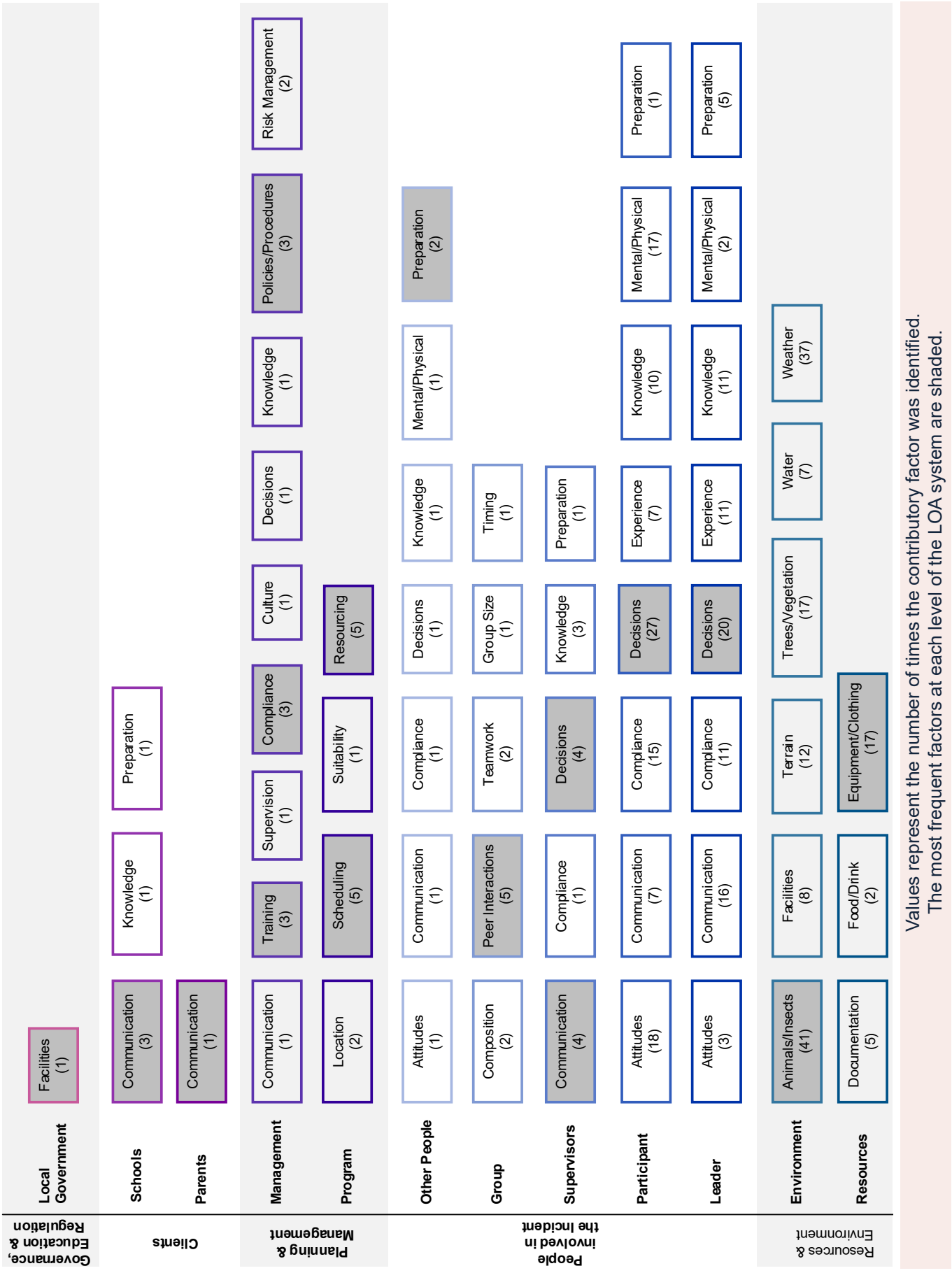
This table compares the three most frequently identified contributory factors at each level of the sociotechnical system for near miss and injury incident types associated with walking / running.

The factors in bold represent the factors identified in both near miss and walking / running incidents.

| | | Walking / Running Incidents | |
|---|---|---|---|
| | | **Near Miss**<br>*40 incidents reported* | **Injury**<br>*580 incidents reported* |
| **Governance Education & Regulation** | Local Government | Not Identified | Policies / Procedures |
| **Clients** | Schools | **Preparation** | **Preparation**<br>Communication<br>Decisions |
| | Parents | Not identified | Communication<br>Decisions<br>Preparation |
| **LOA Planning & Management** | Management | Risk Management | Policies / Procedures<br>Communication |
| | Program | **Scheduling**<br>**Location**<br>Resourcing | **Scheduling**<br>**Location**<br>Suitability |
| **People Directly involved in the Incident** | Other People | **Mental / Physical**<br>Compliance<br>Preparation | **Mental / Physical**<br>Attitudes<br>Communication |
| | Group | **Peer Interactions**<br>**Teamwork**<br>**Timing** | **Peer Interactions**<br>**Teamwork**<br>**Timing** |
| | Supervisors | **Preparation**<br>**Communication**<br>Decisions | **Preparation**<br>**Communication**<br>Mental / Physical |
| | Participant | **Mental Physical**<br>**Decisions**<br>Attitudes | **Mental Physical**<br>**Decisions**<br>Experience |
| | Leader | **Communication**<br>**Decisions**<br>**Knowledge** | **Communication**<br>**Decisions**<br>**Knowledge** |
| **Activity Resources & Environment** | Environment | **Terrain**<br>**Trees / Vegetation**<br>Animals / Insects | **Terrain**<br>**Trees / Vegetation**<br>Weather |
| | Resources | **Equipment / Clothing**<br>**Food / Drink**<br>**Documentation** | **Equipment / Clothing**<br>**Food / Drink**<br>**Documentation** |

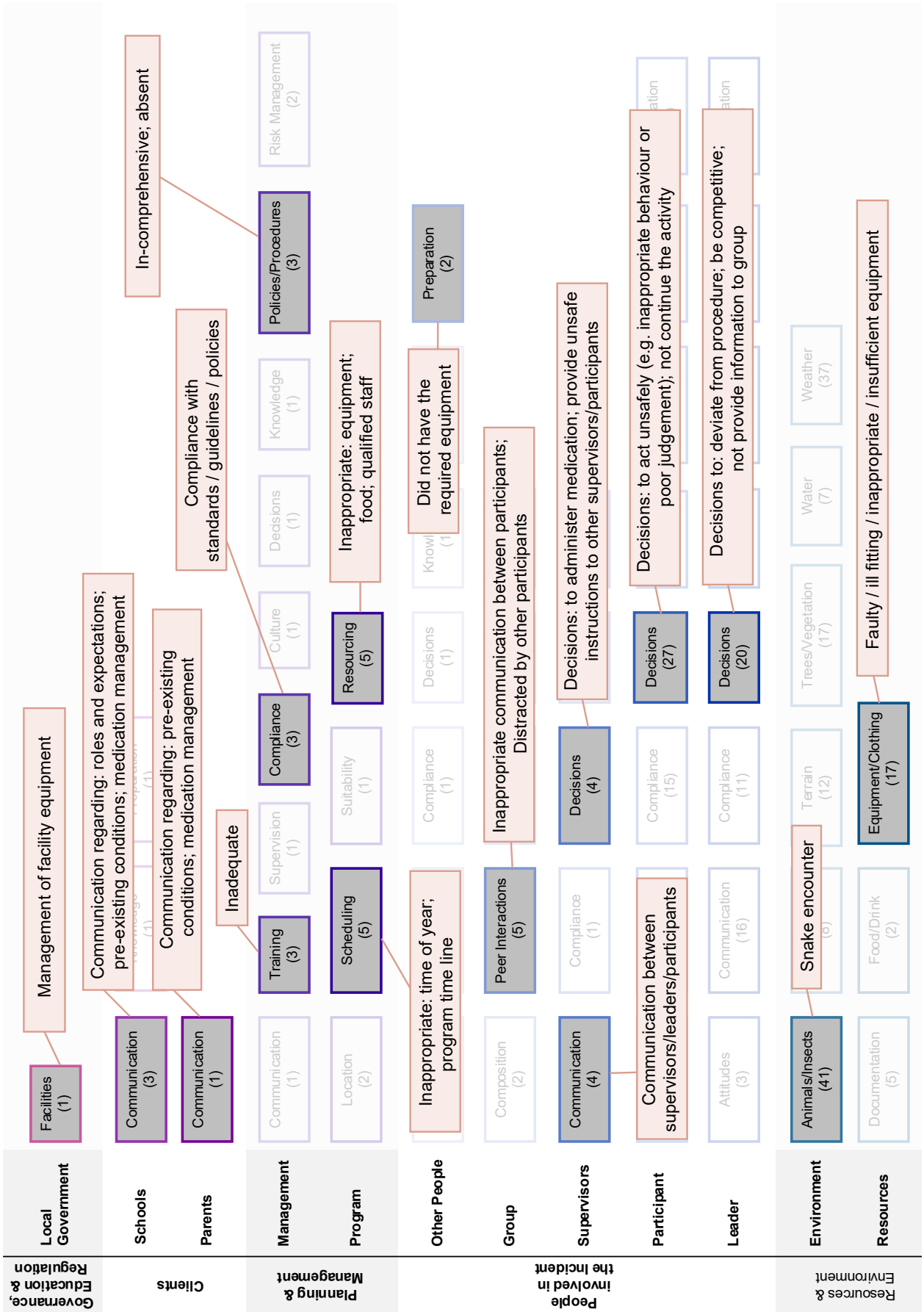
# Contributory Factors

This figure shows the contributory factors identified in 136 near miss incidents.



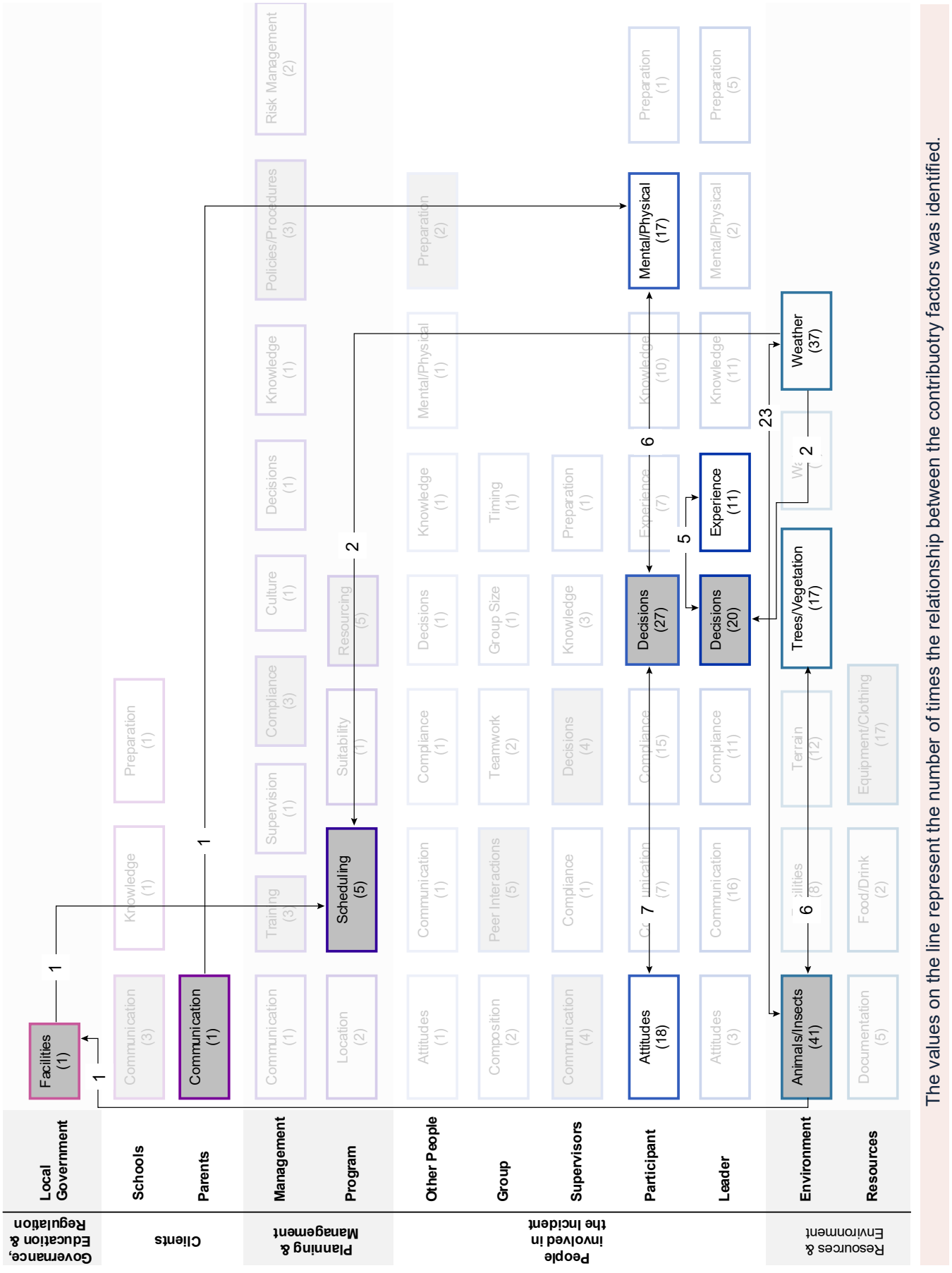
## Contributory Factor Descriptions

This image provides examples of how the most frequently identified contributory factors contributed to near miss incidents.



# Relationships Between Contributory Factors

This figure shows the most prominent relationships between contributory factors identified in 136 near miss incidents.



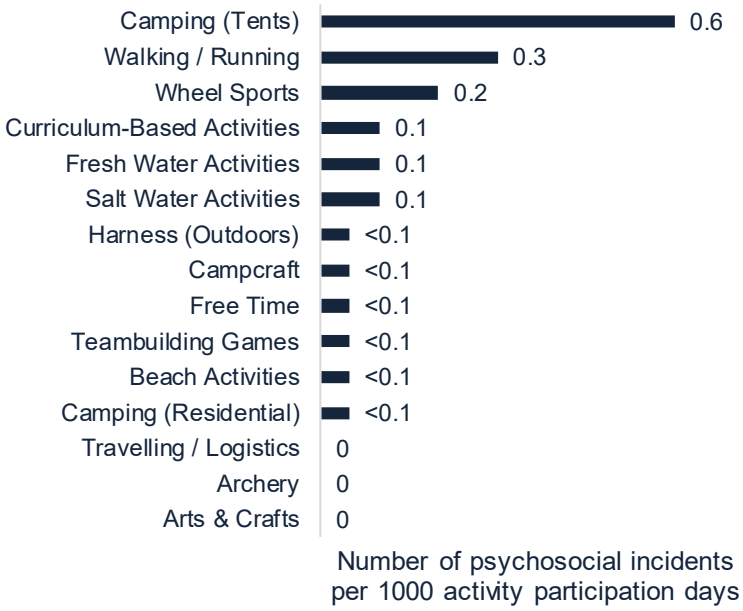
# Psychosocial Incidents

## Psychosocial Incidents and Incident Rate

| 146 | 357691 | 0.4 |
|---|---|---|
| Incidents Reported | Program Participation Days | Incidents reported per 1000 program participation days |

### Activity Incident Rate

This graph shows the Psychosocial incident rate for each activity.



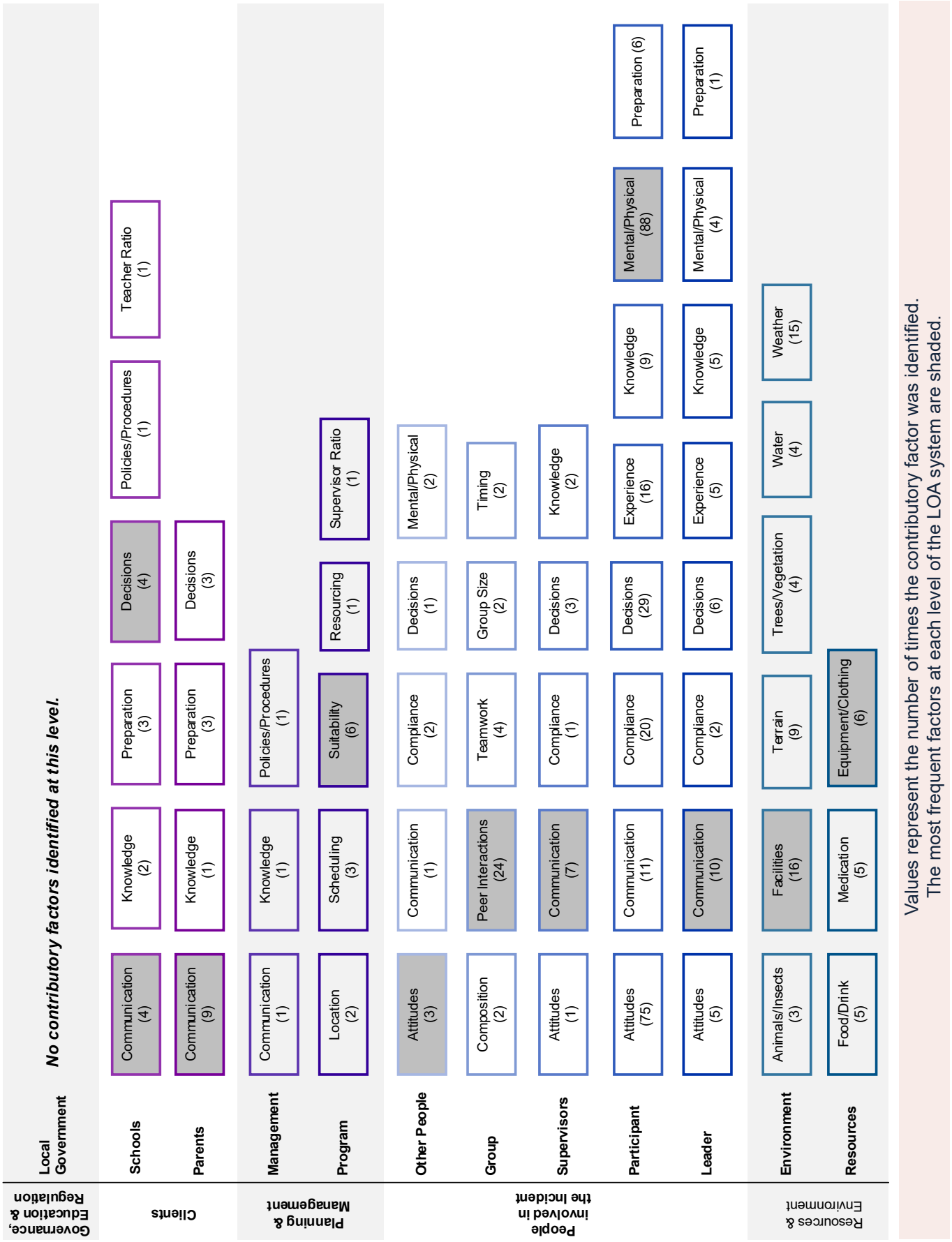

### Psychosocial Incident Types

Examples of the types of psychosocial incidents reported include:

- pre-existing mental health conditions, for example:
  - anxiety
  - depression
  - eating disorders
  - Oppositional Defiant Disorder (ODD)
  - self-harm
- pre-existing trauma (for example, a death in the family)
- homesickness
- mental exhaustion
- stress
- peer pressures
- behavioural issues.

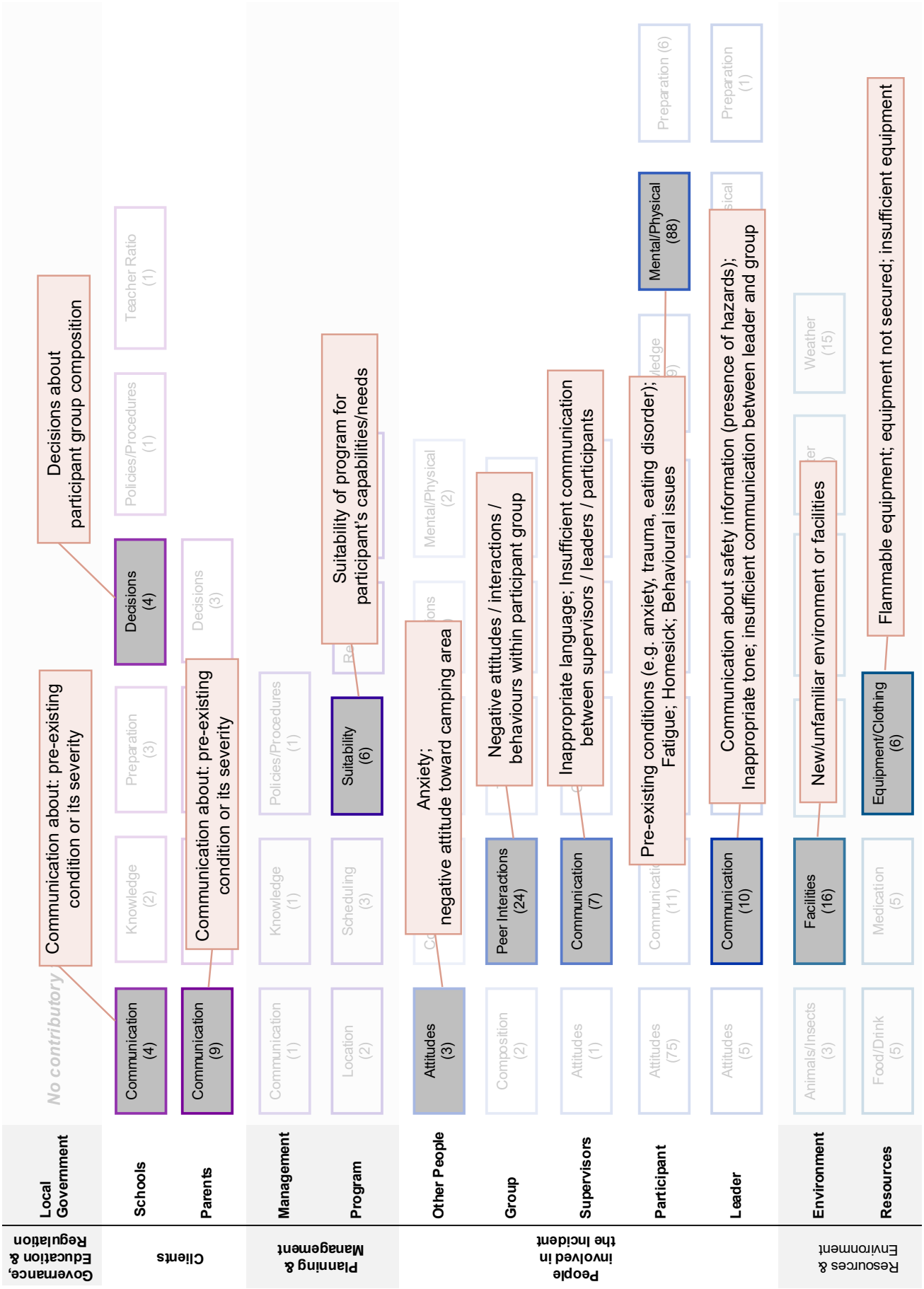
# Contributory Factors

This figure shows the contributory factors identified in 146 psychosocial incidents.



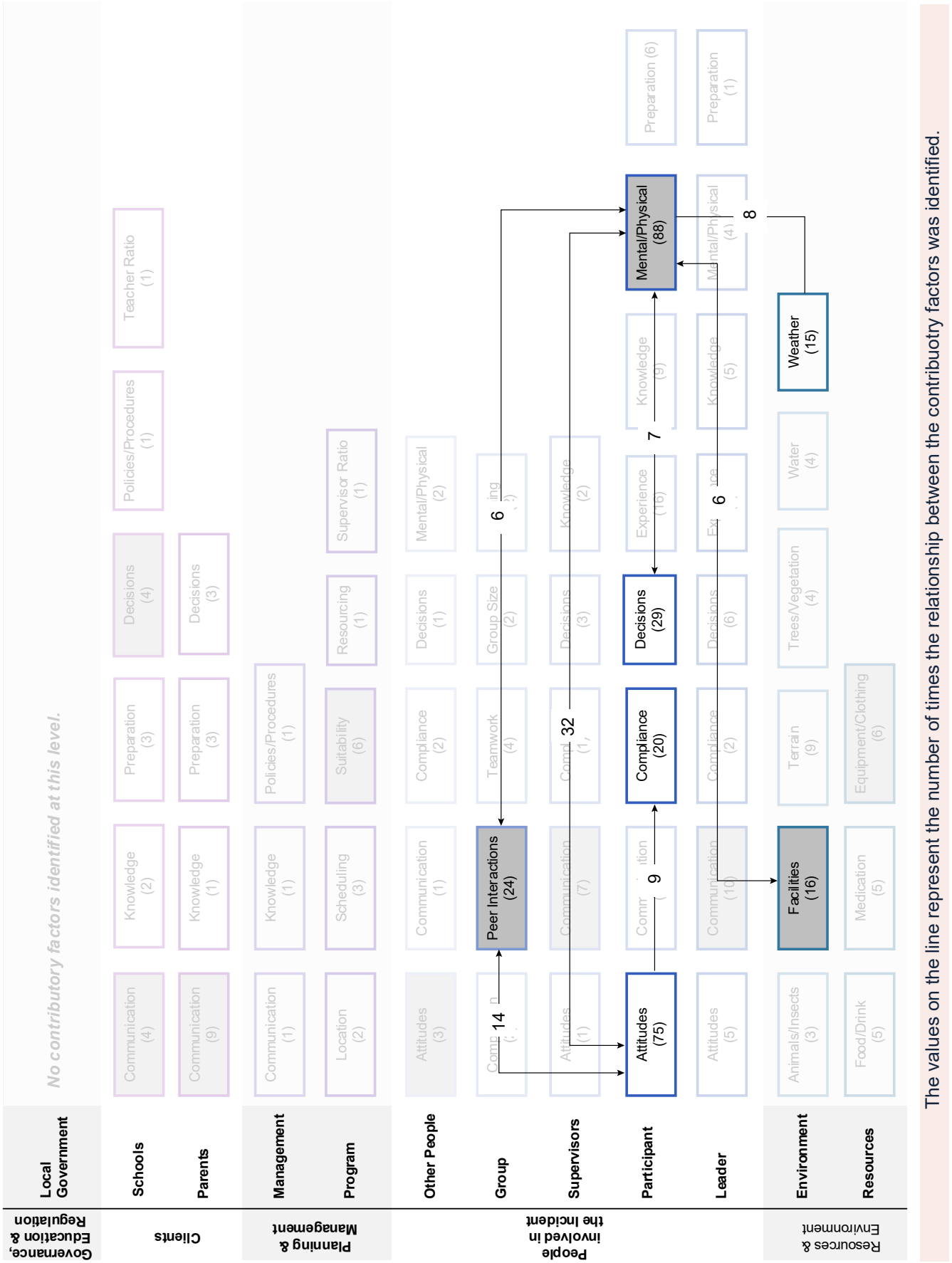
## Contributory Factor Descriptions

This image provides examples of how the most frequently identified contributory factors contributed to psychosocial incidents.



# Relationships between Contributory Factors

This image shows the most prominant relationships between contributory factors that were identified in 146 psychosocial incidents.



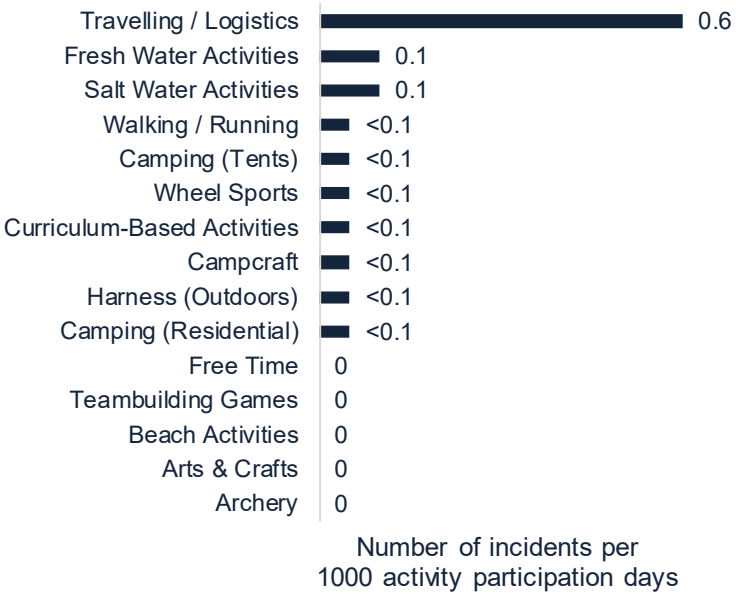
# Equipment Damage Incidents

## Equipment Damage Incidents and Incident Rate

| 44 | 357691 | 0.1 |
|---|---|---|
| Incidents Reported | Program Participation Days | Incidents reported per 1000 program participation days |

### Activity Incident Rate

This graph shows the equipment incident rate for each activity.




### Equipment Damage Descriptions

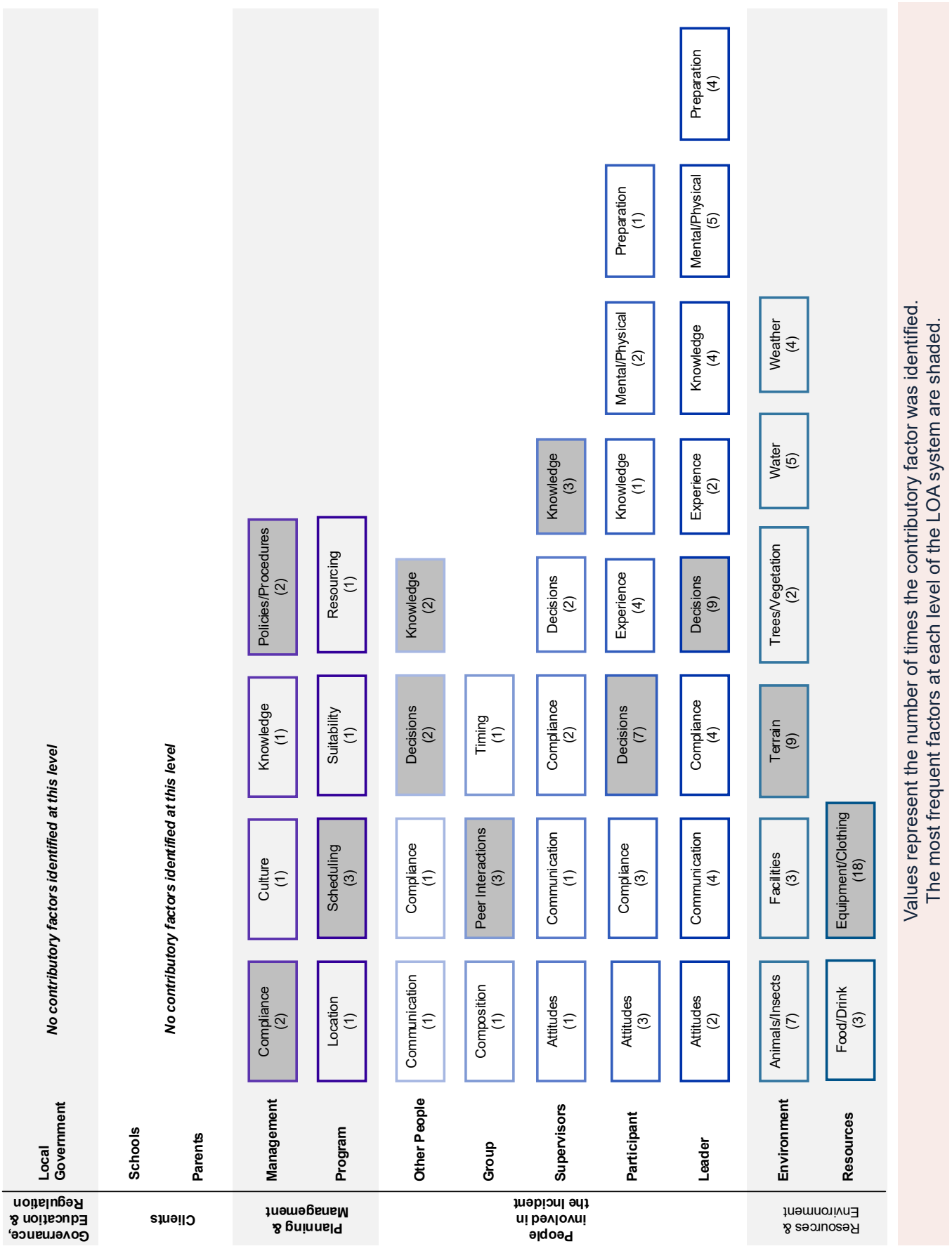
The following types of equipment was identified as being damaged:

- vehicles
- trailers
- tents
- camp facilities (for example, buildings)
- push bikes
- activity related equipment (for example, carabiners).

***Vehicles were the most frequently damaged equipment type, accounting for 25% of the total equipment damages reported. This was followed closely by trailer (22.7%) and tent (15.9%) damage.***

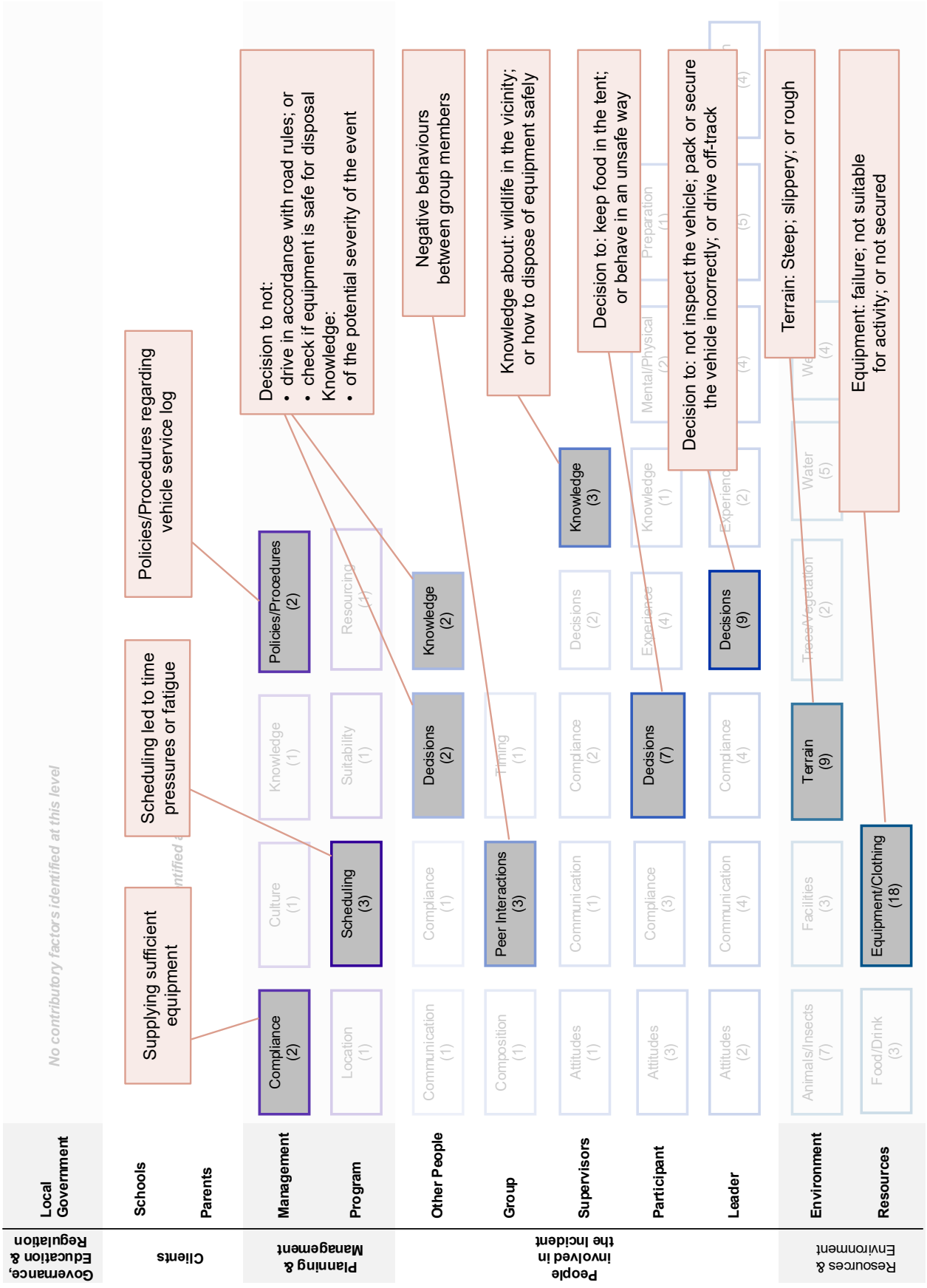
# Contributory Factors

This image shows the contributory factors that were identified as contributing to 44 equipment damage incidents.



# Contributory Factors Descriptions

This image provides examples of how the most frequent contributory factors contributed to equipment damage incidents.

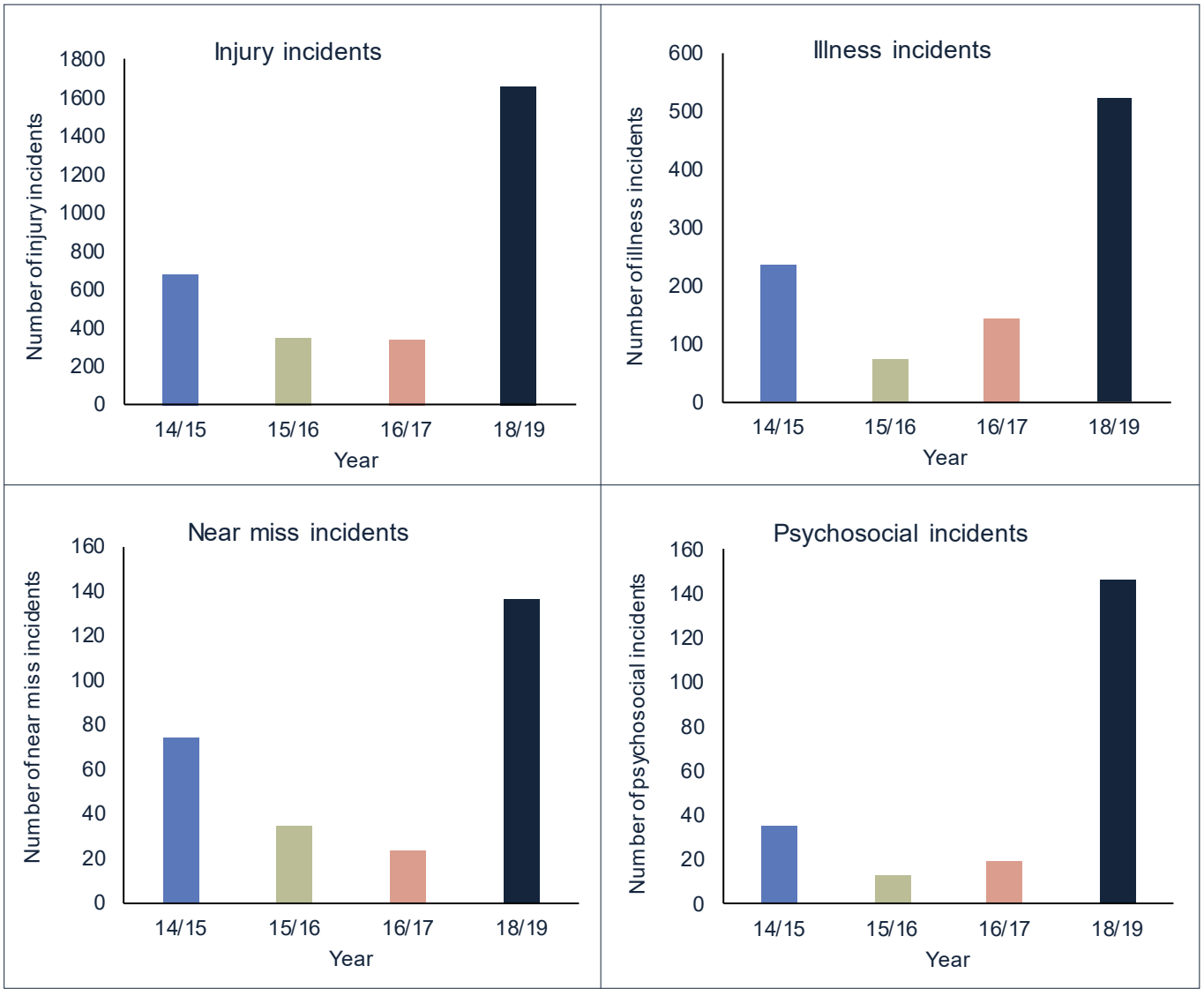


# Discussion

A number of important findings can be drawn from the analysis of the UPLOADS National Incident Dataset, in particular those relating to incident reporting and incident rates, incident severity, and contributory factors and the relationships between them.

## Incident Reporting

This is the first annual report based on the new UPLOADS App. The ease of use as well as the offline reporting capability has resulted in marked increase in the number of incidents reported. Indeed, more incident reports were submitted to the NID in the past year than the past three years combined when using the old UPLOADS system (the figure below shows a comparison of the previous number of incidents reported). As such, this annual report provides a more accurate reflection of the nature of safety within LOA compared to previous annual reports.




This figure shows the absolute number of incidents reported to the NID over the past four years, for different incident types.

## Incident Rates

Despite the increase of reported incidents in this report compared to previous UPLOADS datasets, the overall incident rate (6.9 per 1000 participation days) and for injuries (4.6/1000), illnesses (1.5/1000), psychosocial incidents (0.4/1000) and near misses (0.4/1000) remains low. For injuries in particular, the incidence rate of 4.6 is lower when compared organised sports such as cricket (242/1000), horse-riding (122/1000), soccer (107/1000) and netball (51/1000; Finch, Cassell, & Stathakis, 1999). This finding is consistent with previous UPLOADS analyses and provides further evidence that participating organisations are effectively managing risk in LOA's.

The analysis also shows which activities have the greater incidence of injuries, illnesses and near miss incidents. For injury incidents, walking and running (7.2/1000), camping in tents (5.3/1000) and wheel sports (4.7/1000) had the highest injury incidence rates. For illnesses, camping in tents (2/1000), walking and running (1.2/1000) and wheel sports (0.4/1000) had the highest incidence rates. For near misses, walking and running (0.4/1000), curriculum-based activities, fresh water activities, and harness (outdoors) (all 0.2/1000) had the highest incidence rates. Finally, for psychosocial activities, camping in tents (0.6/1000), walking and running (0.3/1000) and wheel sports (0.2/1000) had the highest incidence rates.

Again, consistent with previous analyses, this suggests that risks associated with overtly risky activities appear to be well managed compared to those activities that are perceived to be less risky (e.g. walking and running, camping in tents). In addition, these findings are comparable with those from other regions such as New Zealand, where Salmon et al (2014) found high incidence rates in walking/running and campcraft. An explanation is that there may be less controls in place during activities that are perceived to be less risky, and that activity leaders may relax their supervision. The findings indicate that further work is required to ensure the safety of participants during activities such as walking and running, camping and campcraft, and free time.

## Incident Severity

For the actual severity of incidents, 78% were minor, 19% were moderate, 2% were serious, less than 1% were severe, and most importantly no critical incidents were reported. These results are a positive reflection on the safety of the LOA, as the severity ratings indicate that almost all injuries required only localised care with no ongoing treatment. More concerning is the potential severity of the near miss incidents. For instance, of the 136 near miss incidents reported 8% (11) were potentially critical incidents which is certain death or fatality, and 18% (25) were potentially severe incidents involving serious long-term effects or permanent disablement. This highlights the value of reporting near miss incidents and indicates that efforts should be made to learn from the protective factors which interacted to prevent the near misses from turning into adverse incidents.

## Contributory Factors

Overall, the most frequently identified contributory factors were activity participant mental condition, terrain, equipment and clothing, activity leader communication, peer interactions, and parent communication. Other pertinent contributory factors identified included activity centre policies and procedures, facilities, supervisor communication, and program suitability for participants.

It is important to note that the contributory factors identified relate to a diverse set of LOA stakeholders, including activity leaders and participants, supervisors, activity centre management, parents, schools, and local government. This provides further evidence that the responsibility for LOA safety is shared across many stakeholders, and that high levels of coordination are required to maintain safety.

The relationships identified between the contributory factors offer insight into LOA incident causation. The most frequently reported contributory factor relationships were between Activity Equipment and Clothing and Terrain, between the Terrain and Participant's mental and physical condition, and between the Weather and Participant's mental and physical condition. This suggests that consideration should be given to how the activity environment and weather may adversely impact participants, and that the equipment used may be critical for preventing incidents in adverse environments and weather conditions.

The relationships highlight how changes higher up in the LOA system can influence incident rates. For example, relationships were found between Parent's communication (23) and Program suitability (16) and Participant's mental and physical condition, suggesting that poor communication between parents and schools and activity centres and unsuitable programs is having an influence on participant's mental and physical condition during programs. These findings suggest that, rather than introduce interventions during the activity itself, interventions should focus on attempting to improve communications between parents, schools and activity providers, and also on ensuring that programs are designed based on participant needs and capabilities.

## Developing Incident Prevention Strategies

This analysis provides indications of where interventions could be implemented to prevent future LOA incidents; however, the specific nature of interventions will be dependent on the activity providers implementing them, and so we do not provide specific recommendations here. For organisations wishing to develop and implement safety interventions. It is recommended that they use the UPLOADS Preventing Incident Method (UPLOADS PrIMe). UPLOADS PrIMe has been developed specifically to support organisations when developing incident prevention strategies in response to safety issues that have been identified via the UPLOADS incident reporting system. PrIMe is a simplistic process that enables organisations to develop and implement appropriate interventions designed to remove contributory factors identified via UPLOADS. For further information regarding UPLOADS PrIMe, visit our website (www.uploadsproject.org) or contact the UPLOADS Team (phone: 07 5456 5288 or email uploadsproject@usc.edu.au).

## Conclusions

The findings once again demonstrate that LOA injury, illness, psychosocial and near miss incidents represent systems issues in that they are underpinned by a network of contributory factors that reside across the overall LOA system. A range of contributory factors and relationships were identified across the incidents reported to the National Incident Dataset. It is recommended that organisations wishing to respond to any of the issues identified in the current analysis use UPLOADS PrIMe to develop and implement appropriate safety management strategies.

# Glossary of Terms

| Term | Definition |
|---|---|
| UPLOADS | Understanding and Preventing Led Outdoor Accidents Data System |
| National Incident Dataset (NID) | The NID consists of the de-identified incident and participation data that has been submitted by LOA providers through the UPLOADS program. The de-identified data does not contain the names of the people or organisation's involved in incidents or geographic locations in which the incident occurs. |
| Led Outdoor Activities (LOA) | Activities that are facilitated or instructed activities in outdoor education and recreation settings |
| Incident | An event that results in an adverse outcome or a near miss during an LOA |
| Adverse Outcome | An event resulting in a negative impact. For LOA's negative impacts on people involved in activities include injuries, illnesses, fatality, and psychosocial impacts. UPLOADS is also used to collect information about equipment and environmental damage occurring during the activity, and missing or overdue people returning from the activity. |
| Near Miss | An incident that has the potential to cause an adverse outcome but fails to do so. For example, during a rock climbing activity an instructor notices that a participant's carabiners was not locked. If the student had fallen, this may have led to a serious injury. |
| Participation | The number of participants undertaking LOA activities in your organisation each month. This information is important because incident frequencies only give a partial picture of the level of risk associated with activities. Collecting participation data allows us to accurately compare the level of risk associated with different activities. |
| Program Roles | Activity Participant: People actively participating in the activity (e.g. students or clients)<br>Activity Leader: People instructing the activity (e.g. leaders, guides, or instructors).<br>Activity Supervisor: People who contribute to the planning/supervision of the activity and supervision of activity leaders. These people are typically outside the immediate context of the activity. (e.g. field managers, supervisors or administrative staff).<br>Other: Other people involved in the incident (e.g. drivers, support staff, or caterers) |
| Program Participation Days | The program length and total number of participants (e.g. a program is five days with 12 participants) |
| Activity Participation Days | The number of days participants are exposed to the particular activity and number of participants on each day (e.g. canoeing is conducted on two days of a five day program, with 11 and 12 participants) |
| Contributory Factor | Contributory factors include any decisions, actions, events, omissions, or conditions, that could have contributed to the incident occurring. This includes the decisions and actions of everyone in the system (for example, managers, schools, parents, peak bodies, government) not just leaders and participants |
| Relationships / Interactions between contributory factors | An relationship / interaction between two contributory factors is present when one factor influences another by either creating, enabling, facilitating, strengthening, or weakening it |
| Program Type | **Journey:** Most activities and accommodation occur at multiple locations, across two of more days<br>**Residential:** Most activities and accommodation occur at a single location, across two or more days<br>**Single day:** Activities occurring during a single day without accommodation, regardless of location(s) |

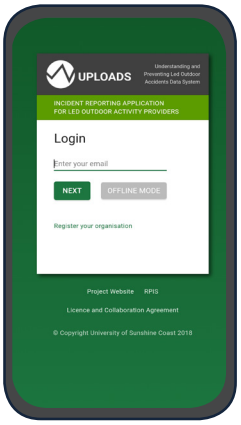
| Term | Definition |
|---|---|
| Severity Types | Actual severity is based on the response to the event and the outcome<br>Potential severity is based on reporter's subjective perception of the most likely or probable outcome should a similar event occur in the future, under similar circumstances. Refer to rating scale for more information. |
| Severity Rating - No Impact | No Impact<br>• Consequences - negligible<br>• Treatment - not required<br>• Evaluation - not required<br>• Examples - falls, equipment failures, rock falls, or dangerous weather that did not result in an adverse outcome. |
| Severity Rating - Minor | Minor<br>• Consequences - short term impact<br>• Treatment - localised care (e.g. first Aid)<br>• Evaluation - not required<br>• Examples - superficial cut, blisters, splinters, hay-fever, travel sickness |
| Severity Rating - Moderate | Moderate<br>• Consequences - short to medium term effects<br>• Treatment - ongoing localised or external care (e.g., formal medical assessment)<br>• Evaluation - temporary cessation of activity, localised or external assessment and treatment, return to activity<br>• Examples - minor burns/cuts, food intolerances, fainting, diarrhoea/vomiting |
| Severity Rating - Serious | Serious<br>• Consequences - medium to long term effects<br>• Treatment - timely external medical care<br>• Evaluation - full evacuation (i.e., no return to activity)<br>• Examples - simple fractures, deep cuts/burns, hypothermia, infections |
| Severity Rating - Severe | Severe<br>• Consequences - serious long term effects or permanent disablement<br>• Treatment - urgent emergency medical assistance with ongoing care<br>• Evaluation - emergency evacuation<br>• Examples - multiple or compound fractures (e.g. spinal), anaphylaxis, crushing injuries, severe fever |
| Severity Rating - Critical | Critical<br>• Consequences - certain death or fatality<br>• Treatment - urgent emergency medical assistance<br>• Evaluation - urgent emergency evacuation<br>• Examples - amputation, head trauma, disembowelment, prolonged severe abdominal pain. |

# UPLOADS

## Understanding and Preventing Led Outdoor Accidents Data System

UPLOADS is a standardised national incident reporting and learning system for the led outdoor activity sector in Australia.

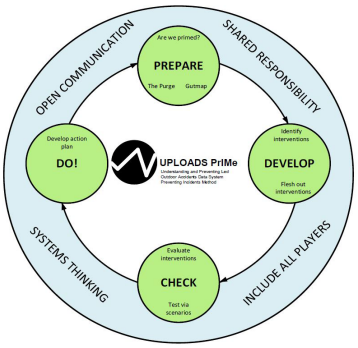
The UPLOADS App and UPLOADS PrIMe are used to identify trends and develop incident prevention strategies to help make led outdoor activities safer.




### The UPLOADS App

Collect data about incidents and near misses and identify potential safety issues.

*Making outdoor activities safer for you, and the wider community*




### UPLOADS PrIMe

Use Preventing Incidents Method (PrIMe) to identify incident prevention strategies.

**If you would like to use the UPLOADS Incident Reporting System contact the UPLOADS Team**

www.uploadsproject.org | (07) 5456 5288 | uploadsproject@usc.edu.au