

COMPANYNAME

Month	Personal Injury Cases		Days Lost	Frequency	Severity	Totals
	Lost Time Cases	Medical Referrals				
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Totals						

Management _____

Date Reviewed _____

The **Injury Frequency Rate** is calculated as follows:

$$\frac{\text{No. of recordable cases} \times 200,000}{\text{No. of employee hours of exposure}}$$

The **Injury Severity Rate** is calculated as follows:

$$\frac{\text{No. of work days lost} \times 200,000}{\text{No. of employee hours of exposure}}$$