

**CIM OVERVIEW**  
4 Headings / 14 Categories / 123 Elements

CORE ACTIVITIES																		
A	Leadership and General Management	8	1. Superintendent expectations	2. Safety & injury prevention goals	3. Senior Management feedback & recognition	4. Risk Manager influence & accountability	5. Cost allocation system	6. Loss reserve practices and financial reporting	7. Control of total cost of risk	8. Board of Education policy								
B	HR Practices	7	1. Workers' compensation orientation	2. Employee screening & placement	3. Employee rights awareness documentation	4. Employee notice of benefit rule & procedure change	5. Design of employee benefits program	6. Post hire medical questionnaire	7. Post accident drug testing									
C	Risk Financing	12	1. Service provider(s) selection	2. Asset valuation system	3. Total law review	4. Risk retention analysis	5. Workers' compensation	6. Unemployment Compensation	7. Property, crime & fidelity, vehicle damage,	8. Automobile liability	9. General Liability	10. School leaders liability	11. Environment impairment liability	12. Fiduciary liability				
D	Incident Prevention Practices	8	1. Exposure identification, control, audits/oversight	2. Active caring behavior based safety system	3. Inspection process and corrective actions	4. Accident investigation	5. Safety meetings	6. Employee safety training	7. Manager safety training	8. Training of risk management safety staff								
E	Injury Management	8	1. Communication with injured workers	2. PPO program	3. Strong relationship with medical provider	4. Nurse triage	5. Case management	6. Early return-to-work program (RTW)	7. Early RTW coordinator	8. Early RTW transitional procedures & job bank								
SUPPORT & RECOVERY																		
F	Coordination & Consultation	9	1. Transportation	2. Campus security & emergency	3. Food service	4. Athletics	5. Maintenance	6. Custodial	7. Exceptional & special education	8. Nursing services	9. Science & labs							
G	Claims Management	8	1. Vendor selection	2. Injury reporting timeliness	3. Employee claims reporting	4. Supervisor claims reporting	5. Internal claims handling	6. External vendor claims management	7. Claims review	8. Litigation management								
RISK IMPROVEMENT																		
H	District Wide Programs	14	1. Fire / arson prevention	2. Electrical safety	3. Playground safety	4. Extra curricular events & field trips	5. Energy systems & mechanical breakdown	6. AED deployment & use	7. Valuable papers	8. Money & securities preservation, fraud	9. Identity theft prevention	10. Vendor insurance compliance	11. Community use of facilities / schools	12. Vocational education safety	13. Cyber security	14. Student accident insurance	15. Natural disasters	16. Wind & weather
I	Equity & Violence Prevention	10	1. Free & appropriate education / LRE practices	2. First amendment practices	3. Fair employment practices	4. Fair attendance zoning	5. Fair discipline	6. Gender equity in athletics	7. Sexual misconduct prevention	8. Bullying assault prevention	9. Hazing prevention	10. Acquired brain injury prevention	11. Social Media/ Digital Citizenship					
J	Total Health	10	1. Indoor environmental quality	2. Outdoor environmental quality	3. Employee wellness	4. Pandemic control	5. Drug & alcohol prevention	6. Teen pregnancy prevention	7. Smoking prevention	8. Eating disorder prevention	9. Communicable disease prevention	10. Driver education safety						
K	Employee Safety Programs	14	1. Slip/trip/fall prevention programs	2. Lifting / material handling	3. Cut prevention program	4. Burn prevention program	5. Lock-out / tag-out program	6. Emergency preparedness program	7. Ergonomics program	8. Confined space entry	9. Hazardous materials management	10. Powered & industrial trucks	11. Compressed gas and fuel handling	12. Blood borne pathogens	13. Hearing conservation	14. Personal protective equipment		
INSIGHTS & ANALYTICS																		
L	Communication	7	1. Effective interpersonal dialogue & presentations	2. District employee newsletter	3. Community awareness & publicity	4. Internal staff reports	5. Annual report	6. District website	7. Links with external resources									
M	Strategic Enterprise Risk Assessment	3	1. Strategic risk committee	2. Risk mapping exercise	3. Business continuity assessment													
N	Metrics & Measures	5	1. Targets for cost savings and injury rates	2. Performance benchmarks and action	3. Loss data analysis	4. Audits of safety and health processes	5. Claims management audits											

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