AIR3
ALL INCIDENT REPORTING SYSTEM

Incident Reporting Process

See   Care   Share

All Incidents should be reported to the Site/Unit Manager or Supervisor Immediately

Record Incident
Please use the Incident Investigation Pack to record all the details of the incident and collect witness statements and photos as relevant

STEP 01

STEP 02

Log Onto AIR3
Access AIR3 via Compass Connect or the HSE Website and select the relevant online form to complete

Complete The Online Form
Provide all the information required on AIR3 and submit the form

STEP 03

STEP 04

Confirmation Email
You will receive a confirmation email from AIR3 this may require you to complete the online investigation.

Upload or Send Off
You may be required to submit the incident investigation pack, this can be uploaded or emailed

STEP 05

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