**Mishap Review Questions**

**Fainting or Illness During CAP Activities**

This worksheet will help you use the Five M method to gather data when reviewing a member feeling faint, losing consciousness or feeling ill. These may include cases of dehydration, heat stress, or pre-existing conditions. Every mishap is unique and represents one or more risks that need to be addressed. These questions are just a starting point to gather data before filling out the Mishap Review Template. Look at all factors and how they might have influenced this mishap.

**Members** – *How did the condition of the member influence this mishap?*

 *- Look at the 24-hour history of the member, focusing on the day of the mishap.*

 *-- Rest/sleep? Hydration? Nutrition? Prior activities that day?*

 *- Did the member report any pre-existing conditions verbally or on a form?*

 *- Describe the symptoms and onset of symptoms*

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**Media** *– How did the environment or surroundings affect the mishap?*

 *- Was the weather a factor? Heat? Humidity? Wind/breeze? Shade? Sun? Temperature?*

 *- What was the surface like? Gravel? Grass? Wet? Uneven? Proper surface for event?*

 *- Were there obstacles, clutter, or anything else that got in the way?*

 *- Was it a factor in the mishap event?*

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**Machine** – *Consider equipment used (if any) and clothing*

 *- Was clothing and gear appropriate for the temperature and event?*

 *-- Was it a factor in the mishap?*

 *- Was heating, or cooling, equipment available if warranted?*

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**Mission/Activity** *– Consider the activity or task being performed at time of the event*

 *- Was the mission, activity, task appropriate for the age and skill level of the member?*

 *- Was the activity appropriate for the weather?*

 *- Was the Mishap Activity planned and a risk assessment performed? Safety brief given?*

 *-- All members aware of hazards and approved risk controls?*

 *- If a fainting event, what was the activity being performed?*

 *-- If standing in formation, how long? How many breaks?*

 *-- What activities were performed before the fainting episode? PT? Work? School*

 *athletics?*

 *- Were proper OSHA work/rest intervals followed if in hot weather conditions?*

 *- What could be change about the overall event plan to reduce this type of occurrence?*

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**Management** – *Review all applicable guidance for the activity*

*- Was the activity properly approved and supervised? Spotters if required? Rest?*

 *- Were actions proactively taken to prepare members for the event?*

 *- Does any wing/region/national guidance specifically address this situation?*

*-- Is there a need for guidance or training to address this situation?*

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**Mishap Summary** -- *Summarize the sequence of events that led up to and resulted in the mishap. Describe how each factor included in your Data Summary may have contributed to the mishap*

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**Causal Factors** -- *List the one or more causal factors; if not for these one or two specific events, the mishap would not have occurred. See CAPR 160-2, paragraph 6.8.3.1.*

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**Contributing Factors** -- *Contributing factors are preconditions or situations, found in your review of the Five Ms, which set the stage for the causal factor and the mishap or increased the severity or scope of the mishap. These are the areas where improvements or additional risk controls may be directed.*

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**Non-Factor Worthy of Discussion (NFWOD)** -- *List other issues or weaknesses that were discovered during the review process. These may not have contributed to this mishap but could be targets for improvement or new risk controls.*

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**Recommendations** – *As the Review Officer, you are very familiar with this mishap. Make recommendations on how to address contributing factors and help prevent similar mishaps.*

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