



Civil Air Patrol Safety

Reviewing a Safety Significant Occurrence Terms and Definitions



Welcome to the “Terms and Definitions” learning segment of the “Reviewing a Safety Significant Occurrence” course for review officers.

Objective

Recognize the terminology you will encounter in reviewing a safety significant occurrence (SSO)

2

The objective of this learning segment is for you to be able to recognize the terminology you will encounter in reviewing an SSO

Important Terms and Definitions

- **Safety Significant Occurrence (SSO)** = any observed outcome that resulted in or could have resulted in damage to equipment or a facility, injury to a member, and/or a member illness
- **Mishap** = An occurrence resulting in damage, injury, or illness.
- **Prevention** = Program to ensure risks are properly controlled, and part of commitment to continuous improvement
- **Reporting** = Document indicating what was witnessed or seen as evidence an SSO happened
- **Review** = Thorough analysis of reported SSOs

3

Let's cover some of the definitions you will encounter when reviewing an SSO

First, Safety Significant Occurrence (or SSO) = any observed outcome that resulted in or could have resulted in damage to equipment or a facility, injury to a member, and/or a member illness. This term will become an “umbrella” for all safety outcomes, including near misses and other known hazards.

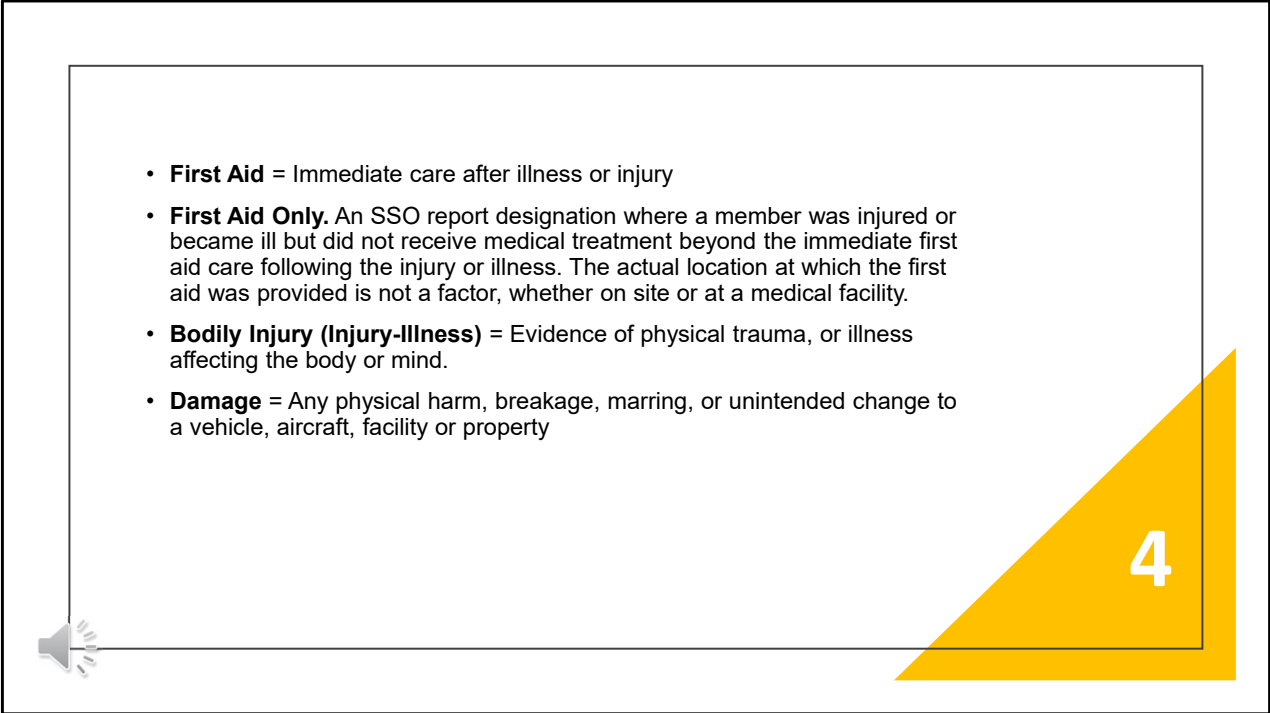
Other terms with which you may already be familiar include:

Mishap = An occurrence resulting in damage or injury.

Prevention = Program to ensure risks are properly controlled, and part of a commitment to continuous improvement

Reporting = Documenting what was witnessed or seen as evidence that an SSO happened

Review = Thorough analysis of reported mishaps

- 
- **First Aid** = Immediate care after illness or injury
 - **First Aid Only.** An SSO report designation where a member was injured or became ill but did not receive medical treatment beyond the immediate first aid care following the injury or illness. The actual location at which the first aid was provided is not a factor, whether on site or at a medical facility.
 - **Bodily Injury (Injury-Illness)** = Evidence of physical trauma, or illness affecting the body or mind.
 - **Damage** = Any physical harm, breakage, marring, or unintended change to a vehicle, aircraft, facility or property

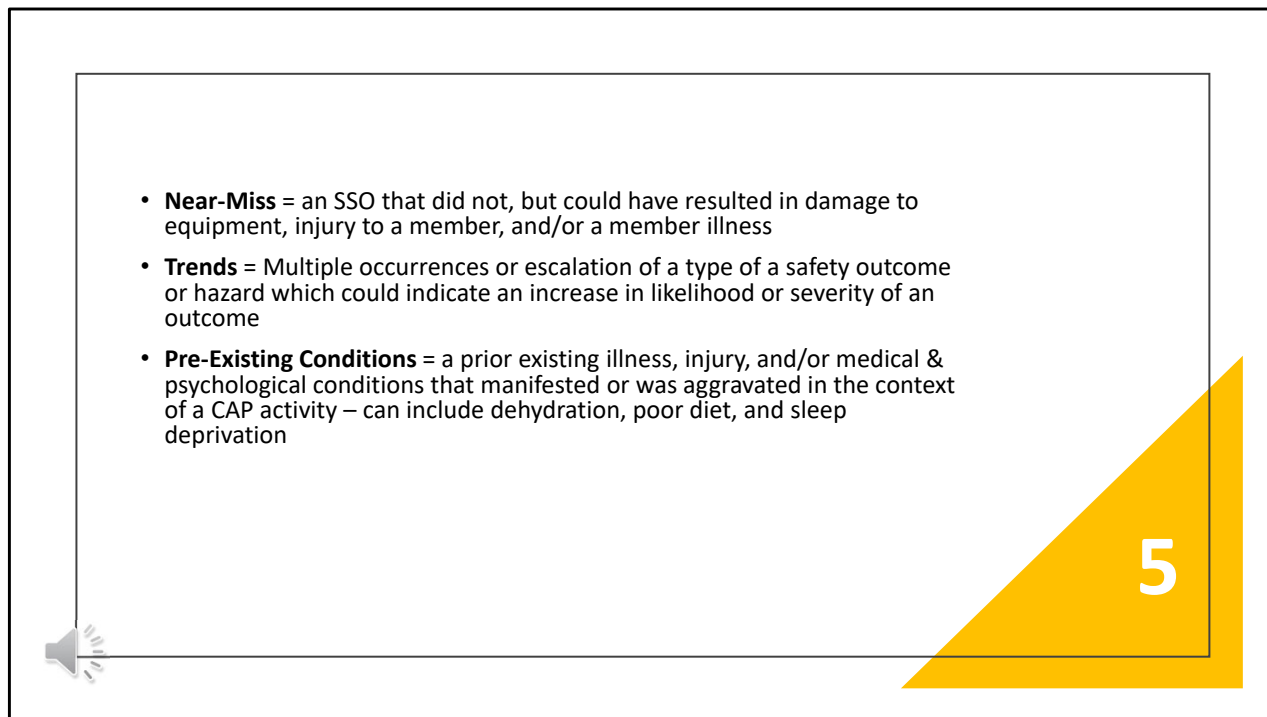
First Aid = Immediate care after illness or injury that does not require the application of advanced lifesaving skills such as treatments, invasive procedures, independent medical administration, etc., that require medical oversight, protocols, procedures, and specialized training to perform

First Aid Only. An SSO report designation where a member was injured or became ill but did not receive medical treatment beyond the immediate first aid care following the injury or illness. The actual location at which the first aid was provided is not a factor, whether on site or at a medical facility.

Bodily Injury (soon to be referred to as Injury-Illness) = Evidence of physical trauma, or illness affecting the body or mind.

Damage = Any physical harm, breakage, marring, or unintended change to a vehicle,

aircraft, facility or property



- **Near-Miss** = an SSO that did not, but could have resulted in damage to equipment, injury to a member, and/or a member illness
- **Trends** = Multiple occurrences or escalation of a type of a safety outcome or hazard which could indicate an increase in likelihood or severity of an outcome
- **Pre-Existing Conditions** = a prior existing illness, injury, and/or medical & psychological conditions that manifested or was aggravated in the context of a CAP activity – can include dehydration, poor diet, and sleep deprivation

Near-Miss: an SSO that did not, but could have resulted in damage to equipment, injury to a member, and/or a member illness

Trends: Multiple occurrences or escalation of a type of a safety outcome or hazard which could indicate an increase in likelihood or severity of an outcome

Pre-Existing Condition: a prior existing illness, injury, and/or medical & psychological condition that manifested or was aggravated in the context of a CAP activity. This can include dehydration, poor diet, and sleep deprivation

- **Incident** = Event associated with aircraft (ACFT) operation from the time a person boards with the intention of flight, all persons disembarked, if any person suffers death or [serious injury](#), or when an ACFT receives [substantial damage](#).
- **Accident** = Mishap resulting in death or serious injury to a person, or substantial damage to an ACFT
- **Serious Injury or Illness** = Injuries of fractures, internal damage, serious burns, or needing hospitalization
- **Substantial Damage** = Damage affecting structural strength of the ACFT, or flight characteristics requiring extensive repairs

These final definitions represent more serious outcomes that apply to the reporting of accidents and incidents to the NTSB and/or the FAA.

These include:

Incident = Event associated with aircraft (ACFT) operation from the time a person boards with the intention of flight, until all persons have disembarked: if any person suffers death or [serious injury](#), or when an ACFT receives [substantial damage](#).

Accident = Mishap resulting in death or serious injury to a person, or substantial damage to an ACFT

Serious Injury or Illness= Injuries of fractures, internal damage, serious burns, or injuries and illnesses needing hospitalization

And, Substantial Damage = Damage affecting structural strength of the ACFT, or flight characteristics requiring extensive repairs



Event chain

A series of events culminating in a safety significant occurrence (SSO). Events are observable snapshots that reflect the facts that describe actions or inactions that led to an SSO..



Volunteers Serving America's Communities, Saving Lives, and Shaping Futures.



7

Event chain. A series of events culminating in a safety significant occurrence (SSO). Events are observable snapshots that reflect the facts that describe actions or inactions that led to an SSO..



Event chain

Contributing factor

The human and/or non-human factors that contributed to a safety significant occurrence.



Volunteers Serving America's Communities, Saving Lives, and Shaping Futures.



Contributing factor. The human and/or non-human factors that contributed to a safety significant occurrence.



Event chain

Contributing factor

Causal factor

The factor or factors that are primarily responsible for a safety significant occurrence and, if addressed, would reduce its likelihood.



Volunteers Serving America's Communities, Saving Lives, and Shaping Futures.

9

Causal factor. The factor or factors that are primarily responsible for a safety significant occurrence and, if addressed, would reduce its likelihood.



Event chain

Contributing factor

Causal factor

Human factor

Factors that contributed to an SSO which relate to interactions between humans and the elements of a system.



Volunteers Serving America's Communities, Saving Lives, and Shaping Futures.

10

Human factor. Factors that contributed to an SSO which relate to interactions between humans and the elements of a system.



Event chain

Contributing factor

Causal factor

Human factor

Non-human factor

Factors beyond human control such as equipment difficulties, natural disasters, and sabotage that cause damage, injury, or illness.



Volunteers Serving America's Communities, Saving Lives, and Shaping Futures.

11

And lastly, **Non-human factor**. Factors beyond human control such as equipment difficulties, natural disasters, and sabotage that cause damage, injury, or illness.



Thank you!



Volunteers Serving America's Communities, Saving Lives, and Shaping Futures.

12

This concludes the terms and definitions segment of the Reviewing a Safety Significant Occurrence course. You may close this presentation and proceed to the knowledge check quiz.