



EUROPEAN COMMISSION
EUROSTAT

Directorate F: Social Statistics and Information Society
Unit F-5: Health and Food Safety Statistics



LFS 2007 ad hoc module
on accidents at work and work-related health problems

INTERVIEWER MANUAL

Q2 2007

Introduction

The purpose of the module is to gather comparable data at a European level on accidents and work related health problems including emerging phenomena (eg. stress and musculoskeletal diseases). This will enable an objective assessment of the impact and effectiveness of the measures taken in member states to encourage improvements in the safety and health of workers at work.

The 1999 LFS ad hoc module on accidents at work and occupational diseases has been used to indicate specific areas of risk while it is planned that this module will be used to evaluate the strategy.

Focus and aim of the LFS module 2007

Regarding **accidents at work** the practical aims are:

- to know the number of accidents at work resulting in less than four days of absence from work
- for accidents at work resulting in more than 3 days of absence, to estimate the reporting levels by comparing the ad hoc module data with data which come from two types of sources: insurance systems eg Dept of Social and Family Affairs (high reporting level) and labour inspectorate reporting eg. Health and Safety Authority (at least some degree of under-reporting) for each member state.
- to know the number of accidents in sectors or categories of professional status not completely covered by administrative sources (eg. self-employed).
- to analyse the occurrence of accidents at work by Labour Market related variables.
 - factors linked to the employment characteristics of the worker (occupation, professional status, full-time/part-time distinction, permanency of the job, duration of the career, atypical working hours, etc.)
 - factors linked to employer's characteristics (economic activity, size of company)

Regarding **non-accidental work-related health problems** the practical aims are:

- to know the frequency of diseases caused by work or made worse by work (i.e. not only of those which are accepted as occupational disease in the national system)
- to know the frequency of new emerging types of work-related diseases not yet included in the administrative lists of occupational diseases (especially musculoskeletal and psychosocial health problems)
- to know the burden of work-related diseases in terms of absence from work.
- to analyse the occurrence of work-related diseases by the above mentioned Labour Market related variables.

Target group

There are three overlapping target groups for this module

Accidents at work

Everybody aged 15 or more and who is working or has worked during the past 12 months

Non-accidental work-related health problems

Everybody aged 15 or more and who is working or has ever worked

Factors at work that can adversely affect the persons mental well-being or physical health

Everybody aged 15 or more and who is working

INJURIES / ACCIDENTS Questions 2 – 8

Only those accidents that occurred at work or in the course of the work of the interviewed person and occurred within the previous 12 months are considered. All other types of accidents are excluded:

Questions 4 – 8 relate to the most recent accidental injury suffered

An accident is a discrete occurrence, illnesses or other health conditions which develop over a long time should not be included. In some rare cases it may be difficult to make a difference.

For example

1. A health care worker has a needle stick injury and develops an infectious disease as a consequence, the onset is accidental and it should be considered as an accident.
2. A construction worker injures his back as a consequence of a sudden movement, it should be considered as an accident.
3. A construction worker who develops back pain over one day when he was carrying heavy loads, should be seen as a non-accidental work-related health problem.

INCLUDED

- road traffic accidents in the course of work (ie going to meetings seminars training etc but not commuting)
- slips, falls, assaults, etc., in public places (pavement, staircases, etc.) or in the arrival and starting points (station, port, airport, etc.) of any means of transport occurred in the course of work; (but excluding commuting)
- accidents on board of any means of transport used in the course of work (underground railway, tram, train, boat, plane, etc.),
- accidents occurring during an external meeting/ seminar/ trade show etc. attended for work
- accidents occurred in the course of work within the premises of another company than the one which employs the victim (eg me falling down the stairs in the Dept. of Finance while attending a meeting there)
- accident in a private household in the course of work (eg. QNHS interviewer falling within an interviewee's home)
- Accidents at lunch time, or any other break, inside the premises of the enterprise (eg automatic door injuring somebody on the way to the canteen)
- Accidents as described above which have occurred within the last 12 months from the date of the interview (eg: accidents between the 15 April 2006 and the 14 April 2007 for an interview the 14 April 2007).
- An accident that occurs on the way directly (ie from a person's home instead of the office) to an external meeting/ seminar/ training course (eg. QNHS co-ordinator is in an accident on route to Birr even though they never went near the Cork office)
- Cases of acute poisoning and wilful acts of other persons.
- rule of thumb if the accident happened while you were being paid, on the premises, getting travel expenses or "on the clock" it counts as an accident at work excluding commuting

EXCLUDED

- commuting to usual place of work
- an accident that occurs at lunch time, break time off the premises (eg. I scald myself with a cup of tea from a café in Mahon Point)
- home and leisure accidents
- road traffic or transport accidents in the course of private activities.
- Occupational diseases or illnesses
- Deliberate self-inflicted injuries.

Q4 ACCTYP **Road traffic accidents**

includes all accidents (at work or in the course work) in public roads, public or private car parks provided the accident happens in the course of work.

On board of any means of transport (driver or passenger) or a pedestrian on a public road, public or private car park

Road traffic accidents include both accidents in which the victim's main professional activity is related to the transport (e.g. lorry or bus drivers) and accidents in which the victim was occasionally in road traffic in the course of work (e.g. a manager going on his/her way to a business meeting outside of the enterprise).

Excludes accidents that are related to machines which are used outside of the public roads (e.g. forklift trucks, bulldozers, tractors in farming fields, forestry-related machines in forests, etc.).

Accidents that happen inside the premises of the company on non-public roads within the factory area, are also not considered as road traffic accidents.

Example an accident where the respondent was a passenger on a tractor bringing cattle to the mart along the main road is a RTA

An accident while the respondent was a passenger on a tractor while bringing cattle from one field to another field without being on a public road is not a RTA.

Q5. ACCJOB

Objective

To provide information about the job that caused the accident at work. The aim is to be able to link the information about the accident with the characteristics of the corresponding job done when the accidental injury occurred, which are obtained by other variables of the core LFS questionnaire.

If the job could be either “3. your previous employment/ last job (person not in employment)” or “4. your job from one year ago” code 3 should be chosen code first that applies

If the job is none of the listed options, the answer is “5. some other job”.

If the respondent used to have a second job and the accident happened during this second job (and now they have only one job or no job) “5. Some other job” would apply.

8. INJDYS Number of days absent due to Accident

Objective

To know the number of calendar days during which the victim was unfit to work because of the accident.

All days when the person was unfit for work from the day of the accident until the resumption of work have to be taken into consideration (normal working days or not, **including Sundays, bank holidays**, etc.).

Only days lost strictly related to the inability to work resulting from the accidental injury are to be counted even if the reason is somehow linked to the accident.

If the respondent has recovered from the accidental injury but has not worked again at the time of the interview an estimate of the date when s/he could have started to work should be made. The days should be counted from the date of the accident to recovery and recorded.

- Example 1 if somebody took a week off due to the accident but then went on a two week holiday before returning to work 7 days should be recorded
- Example 2 if the respondent was unfit to work for 2 months due to the accident, but was made redundant due to the physical consequences of this accident, and found a new job only 8 months after the accident, the number of days recorded should be 60 days.
- Example 3 if the respondent did not work for 6 weeks and then started to be integrated back to work gradually, working a 3 day week, only the days when s/he was not working at all are counted ie 42 days should be recorded.
- Example 4 If somebody took no time off or just the rest of the day they should be coded to 0.

Illness or other work related health problems Questions 9 - 19

INCLUDED

- Health complaint caused by work (present or historic work) or made worse by work that occurred in the 12 months prior to the date of the interview. This period includes the date of the interview (example complaint suffered at any moment between the 15 April 2006 and the 14 April 2007 for an interview the 14 April 2007).
- Health complaints without time off work. (This would be counted in illno as an illness but would be coded as 0 if it was the most serious health complaint for Illdays)
- Infectious diseases, like a common cold or flu, if the nature of his/her work is such that it would have caused the disease (i.e that in this work it would be more probable to have such a disease in comparison to the everyday life environment or other types of work eg. outdoor work, hospital work).
- The onset of the health problem could have been more than a year before the interview, but if the victim still suffered from this problem during the 12 month reference period (eg asbestosis first attack could have been 12 years before but the respondent suffered an attack during the previous 12 months)

EXCLUDED

- If the respondent has not suffered from the work-related health problem during the 12 months reference period eg. asbestosis began 20 years previously and had attacks from time to time but did not have one in the last 12 months

Questions 11 – 19 relate to the most serious health complaint

In cases where the person suffered from more than one work-related health problem during the 12 months reference period, only the most serious of these is considered for questions 11 through to 19. In this assessment there should be no distinction between complaints caused by work and those made worse by work, only seriousness of the complaint should be assessed. There is of course a subjective element in such an assessment of the “most serious” of the health problems related to work. Nevertheless, it should be the complaint most severe from a medical point of view, in general the complaint which had the biggest impact on his/her activities.

Q11 ILLTYP

Relates to the most serious health complaint

As there is no specific code for cancer, they should be coded, if possible, according to the anatomical location (lung cancer into "2. Breathing or lung problem" and skin cancer into "3. Skin problems". If this is not possible, then the code "9. other types of complaint" should be used (for example in case of cancers of the intestinal organs).

Q19. ILLDAYS

Objective

To know the number of calendar days during which the victim was unfit to work due to the most serious complaint related to work.

INCLUDED

- The number of days of work lost due to the most serious complaint related to work. All days in between the onset of the complaint and the resumption of work have to be taken into consideration (normal working days or not, including Sundays, bank holidays, etc.).
- If there is more than one complaint, only the days lost due to the most serious are included
- Days off during the past 12 months prior to the interview due to the most serious work related health complaint
- Several absences from work due to the most serious complaint during the last 12 months must be accumulated.
- Absences of a person off work at the moment, due to the illness, up to the time of the interview

EXCLUDED

- All other absences from work during the last 12 months,
- Days off due to any illness not related to work,
- Days off due to another work related health complaint that is not the most serious one
- Days off due to an accident at work,
- Days off due to any other type of accidents (home and leisure accidents or road traffic accidents not in the course of work),
- Time off prior to the last 12 months even if it was for the most serious work related health complaint

Example A, the interview takes place the 14 April 2007, and the person was off work because of their most serious complaint from the 1st April 2006 to the 30 April 2006 **PERIOD 1**, from the 1 to the 20 September 2006 **PERIOD 2** and from the 10 April 2006 to the date of the interview, with a sick certificate valid until the 20 April 2006 **PERIOD 3**

Calculation

PERIOD 1	16 days	(only from the 15 to the 30 April 2006)
PERIOD 2	20 days	
PERIOD 3	<u>+5 days</u>	(from the 10 to the 14 April 2007 only)

41 days lost

- Example B if somebody took a week off due to their most serious illness but then went on a two week holiday before returning to work 7 days should be recorded
- Example C if the respondent was unfit to work for 2 months due to their illness, but was made redundant due to the physical consequences of this illness or because the factory closed, and found a new job only 8 months after the accident, the number of days recorded should be 60 days.
- Example D if the respondent did not work for 6 weeks and then started to be integrated back to work gradually, working a 3 day week, only the days when s/he was not working at all are counted ie 42 days should be recorded.
- Example E If somebody took no time off or just the rest of the day they should be coded to 0.
- Example F If the respondent was not working at all during the whole 12 months' reference period, due to other reasons than the complaint, either he/she was in training, holidays, slack work, maternity leave, unemployed, ill or retired they will not be asked Illdays.
- Example G If the respondent expects, at the date of the interview, never to work again due to the most serious complaint they will not be asked ILLDAY

Q15. ILLJOB / 16. ILLJOB2

Very similar to Q 5. ACCJOB but relates to most serious health complaint

If somebody has not worked for the last 8 years they should be coded to "some other job"

Factors at work that can adversely affect the persons mental well-being or physical health

NOTE If somebody has recently become unemployed they may be asked Q20 and Q22 please code them to

3. Not applicable (recently unemployed)

Q20 and Q21 Physical Health

Objective

The aim is to know whether the respondent considers that he/she has at workplace particular exposure to any of the mentioned factors that can adversely affect his/her physical health.

The approach is to consider the exposure and the physical health from the point of view of the worker.

Workplace refers to the usual geographical environment of work, usually it is the local unit or establishment where the respondent carries out his/her work activities, but for certain workers (e.g. forestry workers, firemen) it should be taken as the general environment where the work is usually carried out.

Exposure refers to handling, touching, inhaling etc. of agents (chemicals, dusts, fumes etc.) or existence of other types of factors (work postures, movements, vibrations, noise, risk of accidents etc.) that may adversely affect the physical health of the workers.

Particular exposure refers to an exposure which is clearly more frequent or more intensive than what people experience in general day to day life.

Physical health refers to all aspects of health except mental health.
The mentioned factors are the only ones that should be considered.

Q22 and Q23 Mental Health

Objective

The aim is to know whether the respondent considers that s/he has at the workplace particular exposure to any of the mentioned factors that can adversely affect his/her mental well-being.

The approach is to consider the workplace exposure and the mental well-being from the point of view of the worker.

Workplace refers to the usual geographical environment of work, usually it is the local unit or establishment where the respondent carries out his/her work activities, but for certain workers (e.g. forestry workers, firemen) it should be taken as the general environment where the work is usually carried out.

Exposure refers to existence of the mentioned factors (harassment or bullying, violence or threat of violence, etc.) that may adversely affect the mental well-being of the worker.

Particular exposure refers to an exposure which is clearly more frequent or more intensive than people experience in general day to day life.

The factors (e.g. harassment or violence) may be due to either other people working in the same workplace or clients etc. not working but visiting the workplace.

The mentioned factors are the only ones that should be considered.

- Harrassment and bullying refer to intentional use of power against another person or group that can result in harm to physical, mental, spiritual, moral or social development (a term psychological violence is also sometimes used and is included in this category).

- Violence refers to physical force against another person or group that results in physical, sexual or psychological harm. Both real experiences of such actions and a feeling of the threat of such actions are included.

- Time pressure and overload of work refer to demands concerning either the time during which the work needs to be executed or demands concerning the amount of work to be executed and these demands going beyond the abilities and resources of the respondent.

**Accidents at Work and work related health problem
EUROSTAT AD HOC MODULE Q2 2007**

OPENING FILTER = [All Waves where AGE > 14.
AND IF (paidwork = 1 OR [jobabs = 1 AND whyabs = 2..14] OR unpaidwk = 1)
OR (xpaidwork = 1 OR [xjobabs = 1 AND xwhyabs = 2..14] OR xunpaidwk = 1)
OR (worlq = 1 or Xworlq = 1)]

If the respondent is in employment and is aged 15 and over.

THEN ASK accdnt ELSE ASK workp12m if aged >15

1. WRKP12M

Have you worked in the past 12 months?

- 1. Yes
- 2. No

IF WRKP12M=1 or opening filter THEN ASK accdnt

If the respondent has worked within the last 12 months (March 2006 to May 2007)

2. ACCDNT

How many, **if any**, Accidents have you had at work (excluding commuting) in the past 12 months?

__ (2 digit)

IF ACCDNT > 0 THEN ASK INJURY

If respondent has experienced a work-related accident

3. INJNO

How many, **if any**, Injuries did you suffer as a result of this accident/ any of the accidents?

__ (2 digit)

If INJNO > 0 then ask AccTyp

If respondent has suffered a work related accidental injury

4. ACCTYP

Thinking back to the most recent work-related injury you suffered was this caused by a road traffic accident? (Excluding commuting).

1. Yes
2. No

If INJNO > 0 then ask ACCJOB

If respondent has suffered a work related accidental injury

5. ACCJOB

When you suffered your most recent accidental injury were you working at.....?

1. Your current main job
2. Your current second job
3. Your previous employment/last job (Person not in employment)
4. Your job from one year ago
5. Some other job

Interviewer Note: If respondent has trouble deciding between two categories code to the category that appears on the list first. [ON SCREEN]

If INJNO > 0 and wrkp12m = 1 then ask retwrk

If respondent has suffered a work related injury and has worked in the last 12 months but not recently

6. RETWRK

Is the reason you have not been at work recently due to your most recent work-related injury?

1. Yes
2. No

If RETWRK = 1 then ask retevr

If respondent has suffered a work related injury and is not at work due to it

7. RETEVR

Do you expect to return to work in the future i.e. when you have recovered from your injury?

1. Yes
2. No

IF INJNO >0 and RETWRK not equal to 1 then ask injdys

If respondent has suffered an injury and [(is in employment) OR (was in employment in the last 12 months and out of work now but not due to the injury)]

8. INJDYS

How many days after your most recent work related injury were you able to return back to work?

___ (3 digits)

INTEVIEWER NOTE

Including weekends, bank holidays but not including absences non injury related.

[ON SCREEN]

If respondent took less than 1 day off then code to 0 [ON SCREEN]

If wkp12m = 2 and EVERWORK not equal to 1 then ask Evrwrk

If the respondent has not worked in the last 12 months and is aged 15 and over.

9. EVRWRK

Have you ever worked?

1. Yes
2. No

*IF wrkp12m=1 or opening filter or Evrwrk = 1 or EVERWORK = 1 then ask illno
If the respondent is in employment, worked in the last 12 months or ever worked and is aged 15 and over.*

10. ILLNO

How many, **if any**, illnesses, disabilities or other health complaints have you experienced in the past 12 months, that you believe were caused or made worse by your work (Either the work that you are doing at the moment **or** work that you have done in the past)?

-- (2 digit)

NOTE: Illness, disability or health complaint must have been experienced within the past 12 months, irrespective of when the work that caused the illness was actually done. [On screen]

IF ILLNO > 0 then ask Illtyp

If respondent has had an illness in the past 12 months and has ever worked

11. ILLTYP

How would you describe your most serious work related Illness suffered in the last 12 months?

1. Bone, joint or muscle problem
2. Breathing or lung problem
3. Skin problem
4. Hearing problem
5. Stress, depression or anxiety
6. Headache and/or eyestrain
7. Heart disease or attack, or other problems in the circulatory system
8. Infectious disease (virus, bacteria or other type of infection)
9. Other types of complaint

If ILLTYP = 1 then ask illbjm

IF Respondent has/ had a bone, joint or muscle problem

12. ILLBJM

Would you describe your bone, joint or muscle problem as mainly affecting your ...?

1. Neck, shoulders, arms or hands
2. Hips, legs or feet
3. Back

If ILLNO > 0 then ask illmt

If respondents suffered a work related illness in the previous 12 months

13. ILLMT

Does this illness (most serious work-related past 12 months) limit your ability to carry out normal daily activities either at work or in your personal life?

1. Yes
2. No

If ILLMT =1 then ask illext

If respondent is limited in their daily activities by their most serious work related illness

14. ILLEXT

To what extent (are you limited by your most serious work related illness in carrying out your daily activities)?

1. some
2. considerably

If ILLNO > 0 and opening filter or wrkp12m = 1 then ask illjob

If respondent has suffered a work related health complaint and has worked in the previous 12 months

15. ILLJOB

Was the job that caused this illness.....? (your most serious work related illness in the last 12 months)

1. Your current main job
2. Your current second job
3. Your previous employment/last job (Person not in employment)
4. Your job from one year ago
5. Some other job

Interviewer Note: If respondent has trouble deciding between two categories code to the category that appears on the list first. [ON SCREEN]

If ILLNO > 0 and EVRWRK = 1 then ask illjob2

If respondent has suffered a work related illness and has not worked in the previous 12 months but has worked in their lifetime

16. ILLJOB2

Was the job that caused this illness.....? (your most serious work related illness in the last 12 months)

1. Your previous employment/last job (Person not in employment)
2. Your job from one year ago (Person not in employment)
3. Some other job

Interviewer Note: If respondent has trouble deciding between two categories code to the category that appears on the list first. [ON SCREEN]

If ILLNO > 0 and (EVRWRK = 1 or EVERWORK = 1) then ask wrkwhy

If respondents have worked in their lifetime but not in the last 12 months and suffered a work related illness

17. WRKWHY

Is the most serious work related illness suffered by you over the last 12 months the reason you have not worked in the past 12 months?

1. Yes
2. No

If WORKWHY = 1 then ask evillwrk

If respondent has suffered a work related illness and has not worked in the last 12 months due to it

18. EVILLWRK

Do you expect to return to work some time in the future?

1. Yes
2. No

IF ILLNO > 0 and EVILLWRK not equal to 2 then ask illdys

If respondent has suffered an illness and has worked in the last 12 months or was off work in the last 12 months due to illness

19. ILLDYS

How many days, **if any**, did you take off from work due to your most serious work related illness in the past 12 months?

___ (3 digits)

INTEVIEWER NOTE

Including weekends bank holidays but not including other absences not due to the illness. (ON SCREEN)

If respondent took less than 1 day off then code to 0

If opening filter ask pwell

If respondent is aged 15 and in Employment

20. PWELL

Would you say that, at your workplace you have particular exposure to the following factors that could adversely affect your physical health?

Chemicals, dust, fumes, smoke or gases,

Noise or vibration

Difficult work postures, work movements or handling of heavy loads

Risk of an accident

1. Yes
2. No
3. Not applicable (recently unemployed)

If PWELL = 1 then ask pwwht

If respondent feels that at work they are exposed to factors that could affect their physical health.

21. PWWHT

What in your opinion is the main factor at your workplace that could affect your physical health?

1. Chemicals, dust, fumes, smoke or gases
2. Noise or vibration
3. Difficult work postures, work movements or handling of heavy loads
4. Risk of an accident

If opening filter ask mwell

If respondent is aged 15 and in Employment

22. MWELL

Would you say that, at your workplace you have particular exposure to the following factors that could adversely affect your mental well being?

Harassment or bullying

Violence or threat of violence

Time pressure or overload of work

1. Yes
2. No
3. Not applicable (recently unemployed)

If MWELL = 1 then ask mwwht

If respondent feels that at work they are exposed to factors that could affect their physical health.

23. MWWHT

What in your opinion is the main factor in your workplace that could affect your mental well being?

1. Harassment or bullying
2. Violence or threat of violence
3. Time pressure or overload of work