LOST IN RISK MANAGEMENT

TWO TOOLS TO HELP GUIDE YOUR RISK MANAGEMENT EFFORTS

10 STEPS = SHORTCUT FROM 70+ RISK MANAGEMENT REVIEWS

10 COMMON RECOMMENDATIONS

EASY SOLUTIONS (SORT OF)
Welcome Reviewers to Wilderness (Mis)Adventures!

(*This program is fictional and any resemblance to any actual outdoor program is purely coincidental.)
RISK MANAGEMENT REVIEW

WHAT IS INVOLVED IN A MORE THOROUGH REVIEW?

POTENTIAL COMPONENTS

- Interviews
- Documentation review
- Vehicle inspection
- Equipment inspection
- Facility inspection
- Activity site inspection
- Field observations
- Incident report review

- Insurance coverage review
- Review of employee files
- Review of student files
- Website review
- Marketing material review
- “Secret shoppers”*
- Crisis response scenario*
- Equipment/facility testing*

* Uncommon components
CATEGORIES FOR REVIEW

- Participants
- Staff
- Safety management
- Program activities
- Crisis response
- Equipment
- Food

- Facilities
- Transportation
- Documentation
- Subcontractors
- Youth protection
- Hazards of Business/Liability
ASSESS HAZARDS & BENCHMARK

MANAGE RISK
10 Steps to Better Risk Management

**Review Tips**

- Define review process
- Identify review's scope
  - what is included
  - what isn't included
- Be prepared to address recommendations
  - ideally in a timely manner
- Have a written agreement/contract
- Ensure all parties are properly insured
- Picking reviewer or reviewers

**10 Steps to Better Risk Management**
WATER SAFETY

LIGHTNING SAFETY
3. LOST PARTICIPANT*

Task: Implement procedures related to lost participants

This step involves setting up procedures in three areas:
1. Preventing people from becoming separated from others
2. Training participants in what to do if they do become separated
3. Approaches to responding to a missing person

Note: While this section refers to a single missing individual, it is always possible that multiple people will be separated from the group. The principles remain the same regardless of how many missing people are involved.

Don’t Get Separated from the Group

Have a clear approach for training staff and participants on how not to get separated from others. Start by establishing the expectation that the group sticks together. There may be times where it is appropriate for small groups or even individuals to separate themselves from the group, but this is the exception to the rule.

Participants should know to stay in visual or voice range of others in the group. When leaving the group is important, such as for “toilet” needs, participants should tell someone where they are going. You may even choose to use a “buddy system,” wherein you pair up participants and ask the pair to keep track of one another.

If You Are Separated

Participants should be trained to stay in place if they become separated from the group. The only exception is if there is a serious threat to their welfare, such as a forest fire, flood, aggressive animal, or the like. It is much easier to locate someone who is in a fixed position than a moving subject.

Responding to a Missing Person

Generally, the response to a missing person will begin with collection of some basic information about the missing individual and the area around where they were last seen. After this initial search, the appropriate response will vary with climate, participant population, terrain, activity, equipment carried by the missing individual, potential causes of separation from the group, and other factors. Having a predefined procedure for handling the response will greatly aid in decision-making if this situation ever arises.
Whistles

Whistles are a great way to signal an emergency, and OSI recommends that everyone on outdoor programs carry one. We're fans of Fox 40-brand whistles, which are durable and louder than most other models. The Fox 40 Micro is a good option for wearing around the neck, while the Fox 40 Classic is a little louder but bulkier. Three blasts on a whistle is a well-recognized distress signal. Be sure to let participants know that blowing their whistle is akin to dialing 911!

Resources

OSI Draft Lost and Alone Procedures (PDF)
Driver Training

Questions?

Risks Ahead
VEHICLE MAINTENANCE

ROLE CLARIFICATION

RE-ORG CHART
NGAGE STAFF

"I've been saying this for a long time..."

UTILIZING THE 10 STEPS

1. Prioritize relevant steps
2. Establish a timeframe!
3. Utilize written guide & resources
4. Ask for help
5. Don’t stop—stay engaged in RM! (important stuff, but not comprehensive)
QUESTIONS?

TRANSFORMATION
(LEADING CHANGE)
**RISK MANAGEMENT RESOURCES**

- Wilderness Risk Management Conference
  - WRMC Website
- outdoored.com
- outdoorsafetyinstitute.com
- OSI’s Outdoor Safety Newsletter
- People you met at this conference

**RISK MANAGEMENT RESOURCES**

- Managing Risk: Systems Planning for Outdoor Adventure Programs (Heska & Jackson)
- Lessons Learned 1 & 2 (Ajango)
- NOLS Risk Management for Outdoor Leaders (Leemon & Schimelphenig)
- Risk Management in Outdoor & Adventure Programs (Attarian)
ACTION STEPS

1. Identify up to 10 steps your program can take to improve risk management fundamentals.

2. Establish a plan including human resources and a timeframe for addressing the risk management steps relevant to your program.

3. Evaluate the next steps for your program’s risk management efforts such as forming a risk management team, conducting an internal or external risk management review, or enhancing leader training.
Presenters

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