

Employee**Safe** Case Study

EmployeeSafe helped dramatically reduce paper usage and workers' comp costs, while also providing a comprehensive and sustainable risk management program.

Automating Safety Training & Staff Accident Management Vandalia-Butler City Schools

District Overview

Buildings:	6
Staff:	426
Students:	3,344

The Challenge

For Business Manager, Chuck Stewart, important safety training paperwork became hard to track, file, follow-up on and complete. Every year he had to manage the training of employees and track staff accidents all by using a paper and pen process. In addition, he was tasked with tracking all staff accidents and ensuring that they were dealt with in a timely manner. Stewart found himself constantly chasing people and paperwork at multiple buildings which made it difficult to organize and finalize tasks.

"It was extremely difficult to get things done in an efficient time period and according to state mandates," said Stewart. "I was constantly shuffling folders and tracking down staff trying to get them to sign up for training or sign off on required documents like district policies, as well as making sure we had the appropriate reports filed for staff accidents."

The Solution

When Vandalia-Butler City Schools implemented PublicSchoolWORKS' EmployeeSafe Suite, all of their staff training was handled automatically through PublicSchoolWORKS' online management tools. Even when employees are away at a conference or involved in other day-to-day responsibilities, the system auto-notifies them to ensure that staff are meeting training deadlines. In addition, the Employee Accident Management System auto-notifies the correct administrators and the system tracks reports to completion.

"Since the system is managing each step of our staff training, as administrators we can focus on the day-to-day responsibilities and are alerted only when we need to get involved. This system ensures that our people are completing safety training in a timely fashion. It also eliminates paper tracking which is not only expensive, but also very time consuming," said Stewart. "Furthermore, the data PublicSchoolWORKS provides for us on our staff accidents has allowed us to pinpoint where incidents are occurring and intervene before future incidents occur."

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*Chuck Stewart,
Business Manager,
Vandalia-Butler City Schools*



The Benefits

“All activities within the EmployeeSafe Suite are managed without human intervention through email notifications when an action such as training needs to take place or when a staff member has been injured,” said Stewart.

- The system has automated the district’s yearly policy renewal process for its 450 employees.
- Employees test on policies to ensure they comprehend the policy leading to less policy infringements.
- Online training frees up professional development days to focus on student achievement.
- Reporting tools allow a district to see trends in staff accidents such as when and where they are occurring.

The Results

Since moving to PublicSchoolWORKS, Vandalia-Butler City Schools’ staff has been complimentary of the online nature of the program and its flexibility in allowing educators to take training at the time that best fits their schedule. In addition, they appreciate the quick response to employee accidents. The EmployeeSafe’s online capabilities have dramatically reduced the amount of paper which has eliminated the need for storage space, saving Vandalia-Butler City Schools in costs associated with storing and retrieving documents. In addition, the district has seen reductions in workers’ comp costs and those costs continue to remain low.

“The implementation of this program has been very well received by our staff and administration. They love it. We use it to its full capacity, 24/7 every day.”

*Chuck Stewart,
Business Manager,
Vandalia-Butler City Schools*

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