shreq MANAGER

Wheel segments: Occupational Health Care, Medical Scheduling & Tracking, Primary Health Care, JOB Management, Dispensing & Stock Management, Risk Profiling, Chronic Management, Absenteeism Monitoring, Wellness Campaigns, COID Tracking, Travel Medicine, Document Control, Work History, Report & Analytics, Routing & Admissions, Ward & Bed Control, Debtors Management, Referral Letters

Risk management software for the 21st century

INCIDENT MANAGEMENT
Audit findings, legal claims, customer complaints... the consequences of unmanaged risk. They can and must be controlled and SHREQManager does just that, providing a complete recording and tracking facility for you.
It goes further though, enabling you to drill down to the history of an incident and even an individual's incident history. Then there is the reporting: Trend analysis and detailed reports can be set up to meet your exact needs.

ACTION MONTORING
Actions emanating from any incident, investigation, inspection, audit, in fact anywhere, are easily recorded and assigned. Recording and assigning actions is one thing... monitoring them is another. With SHREQManager, alerts pop up on your screen and reports may be sent to anyone responsible and their managers.
Reallocate them if needs be and track due and overdue actions.

INVESTIGATION MANAGEMENT
Investigations are easily set up, with links to the associated incidents and their history and documentation. Set up and record the details of the investigation team and their roles easily. Once their work is done the root causes may be determined and duly recorded and actions created and assigned to responsible parties, together with the due dates.
Any documentation may be electronically stored and, until the investigations are closed, they remain visible, through on-screen alerts.

ROOT CAUSE ANALYSIS
With SHREQManager, a master file of root causes may be set up allowing uniformity of data for analysis purposes. As an incident is recorded, a preliminary root cause may be added and, once the investigation is concluded, the final official root causes determined and recorded.
As with all other aspects of SHREQManager, reporting is comprehensive and analysis is easy and flexible.

INSPECTIONS, AUDITS & CALIBRATIONS
SHREQManager provides for the recording of inspections, audits, calibrations and testing, generating actions from them

and automatically schedules the date for the next one, using a predetermined interval. You can though, schedule ad hoc events, such as the inspection of a new machine before it's commissioned.
You're also able to generate actions emanating from your findings and store any documentation such as certificates, results and reports. As with any other module of SHREQManager, stored documents are a click away.
It goes without saying that you're alerted about due and overdue inspections and all other monitoring events.

SAFETY AND PRODUCT DATA SHEETS
SHREQManager allows you to build up libraries of Safety and Product Data Sheets which are accessible from anywhere. This means that they are immediately available to any user at any time and he or she may simply email or print them out on demand. A central source that is updated regularly ensures consistency of reference.

WASTE CONTROL
Producers of waste are now called to account for their waste but a surprising outcome of this is the realisation that there is money in waste. For example, dead vegetation is often used as a source of energy and scrap metal has a high monetary value to the right business.
SHREQManager's Waste Management module provides for the control and evaluation of all waste disposal, be it for recycling or destruction. Measuring of waste and storing of essential documentation such as Disposal Certificates is easily achieved and even the revenue generated by waste is recorded and reported on.
Both segregation and disposal transactions are recorded and trends are easily revealed.

PPE CONTROL
Controlling the issuing of PPE is vital, both from a cost point of view and for the elimination of the risk that comes with non-conformance. SHREQManager will help you virtually eliminate the associated risk by scheduling the issuing for you and give you more control of PPE stock costs and ordering. No more overstocking and no stock shortages! Trends in usage are easy to extract, even to the point of determining which make or supplier is superior.

RISK PROFILES
Occupational Risk Exposure Profiling has taken over where Man Job Specs left off, providing a complete picture of what is required for a job, the requirements, the exposures and the PPE needed. With SHREQManager you're able to easily set these up per designation and altering them as legislation changes or job descriptions change.
But SHREQManager adds another dimension to this, eliminating the risk of omission and reducing the time required to monitor these profiles: By grouping employees into Homogeneous Exposure Groups (HEGs), you reduce the number of risk profiles dramatically. For example, an organisation with say 150 job titles need only create 15 HEGs into which all

employees may be grouped. Fewer profiles to create means less time required for the task and a significantly lower risk of omitting any job requirement, exposure or PPE.

TRAINING

Most Safety professionals agree that employee behavior is the cause of most incidents in the workplace and the most effective way to change behavior is with regular training. SHREQManager gives you the tools to track training and schedule it, tools that are easy to use and fast.

Set up the training for each designation, section and department and that is it. SHREQManager will do the scheduling for you. You can also log and track expenses associated with any training done, helping you to ensure claims against services levies are accurate. Documents associated with the training or it's certification are linked electronically. Even course material may be stored in this way and, when any material is updated, you can ensure everyone is able to refer to the correct version.

HEALTH & WELLNESS

In many on site clinics employee health is managed comprehensively, and is not just restricted to occupational health management...primary health care is included as well as other aspects such as sick leave, chronic management, wellness days, medicine dispensing and distribution.

ClinicSister is the health and wellness module of SHREQManager which covers all aspects of health and wellness management. For more information on ClinicSister both as a component of SHREQ management or for a stand alone clinic click here:

CERTIFICATION & COMPLIANCE

Whether it be compliance to a customer defined training course or an ISO specific inspection, or indeed any such requirement, SHREQManager provides you the ability to link and track certification and compliance requirements to any training, inspection, audit, calibration or test.

Any documentation associated with any event may be electronically stored and linking to the event. Thus, a training course stipulated by a customer will have a link to the documentation and, of course, the material needed.

STANDARD OPERATING PROCEDURES

Standard Operating Procedures may be set up in direct linked relationships with the area or aspect they relate to. For example, SOPs may be linked to each site, each asset and each job title.

SHREQManager facilitates the ability to edit SOPs, archiving old versions and ensure that the details of the originator, the compiler and the approver are included, as well as the date of revision and the revision number. The SOPs themselves are electronically stored and may be in any format and stored in specifically organised folders, accessible to any SHREQManager user with the appropriate permissions.

DOCUMENTS

Filing cabinets are not a great place to do any analysis, let alone find a trend. Strange things happen to paper files too: They get lost and fall victim to fire and flood. SHREQManager allows you to link to scanned documents and store them for any incident, action, investigation, training or inspection event, as well for individuals, sites, departments etc., giving you instant access.

ALERTS

Every user has a dashboard showing what is due and what is overdue, be they actions, inspections, training etc.

SHREQManager also provides the ability to escalate alerts and send them via email to whoever is responsible and the individual's manager. The escalation is important in environments where only a few have access to PCs.

With the Enterprise version, alerts may also be sent to individual cell phones.

ANALYTICS

Whilst SHREQManager comes with a wide range of reports and charts, the automated export to Excel gives you the power to meet almost all of your company-specific analysis and reporting needs. You can produce these on an ad hoc basis, eliminating your reliance upon us for such on demand reporting. And SHREQManager provides analysis in many ways, by group, company and department and the sound database structure ensures that reporting on regions, sections or workstations is also readily available. Even analysis by job title, or root causes, by waste type, by incident type is easy to do. The possibilities are virtually limitless but the emphasis is upon ease of use.

WORK HISTORY

An issue in some organizations is the maintenance of up to date and continuous work histories. These are managed simply yet comprehensively within SHREQManager.

There is one key factor that makes SHREQManager unique: Whether it is a medical, an incident, an investigation or even a training course, the job profile of the employee involved, at the time the event occurred, is retained.

Reporting on the work history of each and every employee is easy and comprehensive. Even race and gender demographics are available for a department, a company, a job, a site and a region.