

Incident Screener Overview

Last Modified on 02/24/2025 10:49 am EST

When an employee submits an incident [through the Portal](#), that incident object is sent to users in the **Incident Screener** user group. Users in this group are responsible for managing incidents in the **Triage** state, including:

- Providing additional details about the incident, such as business unit, date and time, and involvements, depending on the incident type chosen;
- Assigning incident owners, supervisors, or investigators;
- Adding [comments](#) about the incident; and
- Returning the incident object back to the employee as a draft to collect additional information.

The primary objective of the incident screener is to ensure an accurate primary incident type is selected. Incident screeners can also read incidents in an **Open** state, read and edit incidents in the **Draft** state, or create new incident objects, depending on the primary incident type chosen.

Watch the video below for a brief overview of this user group.

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INC-571: 2021 - Security Breach

INC-23

TRIAGE



Details

Communications

Submission

Source: Portal

Observation

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Incident Reported DateTime

January 28, 2021 10:34 am

Observation Type

Health & Safety

Photo



Classification

Primary Incident Type

Suspected Counterfeit x

Severity

High

Triage Detail

Involved People



Involved Location(s)



18812 Thackeray Point, Fort
Lauderdale, CA



Involved Organizations



Market

ADD EXISTING MARKET

Observed Date/Time

January 28, 2021 10:34 am

Incident Start DateTime

January 26, 2021 8:09 am

Incident End DateTime

January 26, 2021 10:34 am

Incident Flags

External Organization x

An incident object as it's displayed to a user in the Incident Screener user group.