

SAFETY HAZARDS IN A HEALTH CARE SETTING

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***Pennsylvania Coalition of Affiliated
Healthcare & Living Communities***

PACAH 2019 Spring Conference

State College, PA

April 23, 2019,

1:00 to 2:30



**Pennsylvania Coalition of Affiliated
Healthcare & Living Communities**

CAS Material Developed & Distributed

This information has been developed by an OSHA Compliance Assistance Specialist and is intended to assist employers, workers, and others as they strive to improve workplace health and safety. While we attempt to thoroughly address specific topics **[or hazards]**, it is not possible to include discussion of everything necessary to ensure a healthy and safe working environment in a presentation of this nature. Thus, this information must be understood as a tool for addressing workplace hazards, rather than an exhaustive statement of an employer's legal obligations, which are defined by statute, regulations, and standards. Likewise, to the extent that this information references practices or procedures that may enhance health or safety, but which are not required by a statute, regulation, or standard, it cannot, and does not, create additional legal obligations. Finally, over time, OSHA may modify rules and interpretations in light of new technology, information, or circumstances; to keep apprised of such developments, or to review information on a wide range of occupational safety and health topics, you can visit OSHA's website at www.osha.gov.

OSHA Update:

- Who is covered by OSHA?
- What targets an OSHA inspection?
- What occurs during an OSHA inspection?
- Brief review of current Recordkeeping requirements: recording forms, reporting serious injuries, electronic recording.
- Ergonomics: MSD Risk Factors Relating to Resident Handling
- Slips, Trips and Falls
- Bloodborne Pathogens
- Tuberculosis (TB)
- Workplace Violence
- Other Hazards:
 - Hazard Communication
 - Methicillin-resistant Staphylococcus aureus (MRSA) and other multi-drug resistant organisms (MDROs)



Need for Legislation

In 1970, Congress considered these annual figures:

- Job-related accidents accounted for more than 14,000 worker deaths
- Nearly 2-1/2 million workers were disabled
- Estimated new cases of occupational diseases totaled 300,000



Mission and History



- Created in 1971
- Assures the safety and health of America's working men and women

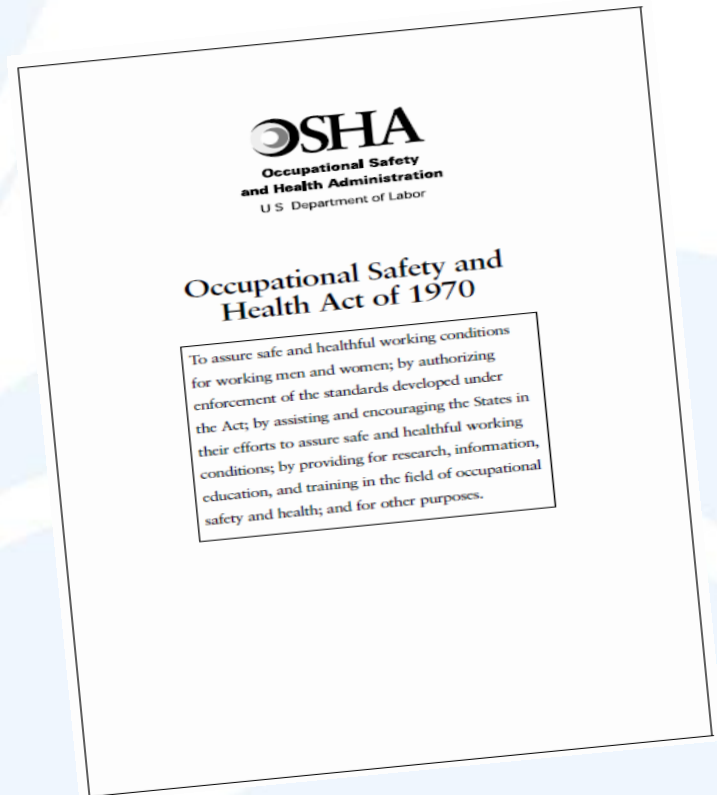
- Oversees
- 8 million worksites
- 120 million workers



OSH Act of 1970

PURPOSE:

- *" . . . to assure so far as possible every working man and woman in the Nation safe and healthful working conditions and to preserve our human resources."*



OSHA's Purpose

- Encourage employers and employees to reduce workplace hazards and implement new or improve existing S&H programs
- Provide for research in occupational S&H
- Maintain a reporting and record keeping system to monitor job-related injuries and illnesses



OSHA's Purpose

- Establish occupational S&H training programs
- Develop and enforce mandatory job S&H standards
- Provide for development and approval of state occupational S&H programs



The Act's Coverage

- Extends to all employers and their employees in the 50 states, District of Columbia, Puerto Rico, and all other territories under Federal Government jurisdiction
- Coverage provided either directly by federal OSHA or through an OSHA-approved state program



The Act's Coverage

- Employer defined as any "person engaged in a business affecting commerce who has employees, but does not include the United States (except for the U.S. Postal Service) or any State or political subdivision of a State"

Not Covered by the Act

- Self-employed persons.
- Farms which employ only immediate members of the farmer's family.
- Working conditions for which other federal agencies, operating under the authority of other federal laws, regulate worker safety. This category includes most working conditions in mining, nuclear energy and nuclear weapons manufacture, and many aspects of the transportation industries.
- Employees of state and local governments, unless they are in one of the states operating an OSHA-approved state plan.

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=DIRECTIVES&p_id=1519



State and Local Governments

- OSHA provisions do not apply to state and local governments in their role as employers
- Any state seeking OSHA approval for its own S&H program must provide coverage for these employees
- State plans may also cover only public sector employees



How Does OSHA Decide Who to Inspect?

OSHA cannot inspect all workplaces it covers each year. The agency seeks to focus its inspection resources on the most hazardous workplaces.



DIRECTIVE NUMBER: CPL 02-00-159

OSHA's Field Operations Manual (FOM)



OSHA INSTRUCTION

U.S. DEPARTMENT OF LABOR Occupational Safety and Health Administration

DIRECTIVE NUMBER: CPL-02-00-160 EFFECTIVE DATE: 08/02/2016
SUBJECT: Field Operations Manual (FOM)

ABSTRACT

Purpose: To provide OSHA offices, State Plan programs and federal agencies with policy and procedures concerning the enforcement of occupational safety and health standards. Also, this instruction provides current information and ensures occupational safety and health standards are enforced with uniformity.

Scope: OSHA-wide.

References: See Chapter 1, Section III.

Cancellations: OSHA Instruction CPL 02-00-159, Field Operations Manual, issued October 1, 2015.

State Impact: Notice of Intent and Equivalency required. See Chapter 1, Section VI.

Action Offices: National, Regional, and Area Offices.

Originating Office: Directorate of Enforcement Programs (DEP).

Contact: Director, Office of General Industry and Agricultural Enforcement
U.S. Department of Labor – OSHA
200 Constitution Avenue, N.W., Room N-3119
Washington, DC 20210
202-693-1850

By and Under the Authority of

David Michaels, PhD, MPH
Assistant Secretary

https://www.osha.gov/sites/default/files/enforcement/directives/CPL_02-00-160.pdf



OSHA INSPECTIONS

Inspection/Investigation Types

Inspection Priorities:

- Unprogrammed inspections:
 - Imminent Danger
 - Fatality
 - Complaints (formal, non-formal) and
 - Referrals (Possibly including Hospitalization/ Amputation/Loss of an Eye)



OSHA INSPECTIONS

Inspection/Investigation Types



- Programmed Inspections:
 - Construction
 - Scheduling for Maritime Inspections
 - Special Emphasis Programs (SEPs).
 - National Emphasis Programs (NEP),
 - Regional (REP) &
 - Local Emphasis Programs (LEP),
 - Site Specific Targeting (SST)
 - Other Special Programs.



National Emphasis Programs (NEPs)

- **Combustible Dust:** [Combustible Dust National Emphasis Program \(Reissued\)](#) - 03/11/2008
- **Hazardous Machinery:** [National Emphasis Program on Amputation](#) - 08/13/2015 -
- **Hexavalent Chromium:** [National Emphasis Program - Hexavalent Chromium](#) - 02/23/2010 - [PDF](#)
- **Lead:** [OSHA Instruction; National Emphasis Program-Lead](#) - 08/14/2008 - [PDF](#)
- **Primary Metal Industries:** [National Emphasis Program - Primary Metal Industries](#) - 10/20/2014 - [PDF](#)
- **Process Safety Management:** [PSM Covered Chemical Facilities National Emphasis Program](#) - 01/17/2017 - [PDF](#)
- **Shipbreaking:** [OSHA's National Emphasis Program \(NEP\) on Shipbreaking](#) - 03/07/2016 - [PDF](#)
- **Trenching & Excavation:** [National Emphasis Program on Trenching and Excavation](#) - 10/01/2018 - [PDF](#)

Local Emphasis Programs (LEPs)

- Local Emphasis Program for **Health Hazards in Metal Fabrication (Except Structural)** - [PDF](#)
- Regional Emphasis Program for **Demolition Activities and Gut Rehabilitation** - [PDF](#)
- Regional Emphasis Program for **Fall Hazards in the Construction Industry** - [PDF](#)
- Regional Emphasis Program for **High Level Noise** - [PDF](#)
- Regional Emphasis Program for **Logging in West Virginia** - [PDF](#)
- Regional Emphasis Program for **Programmed Maritime Inspections** - [PDF](#)
- Regional Emphasis Program for the **Oil and Gas Service Industry** - [PDF](#)
- Regional Emphasis Program for **Tree Trimming and Clearing Operations** - [PDF](#)



Site Specific Targeting (SST-2016)

- **Scope:**
 - Days Away, Restricted or Transferred (DART) rate
 - Programmed inspections,
 - Comprehensive for
 - Non-Construction workplaces
 - with 20 or more employees.
- **3 Categories:**
 - High-Rate Establishments
 - Low-Rate Establishments
 - Non-Responders

https://www.osha.gov/sites/default/files/enforcement/directives/18-01_CPL-02.pdf

OSHA INSPECTIONS

- Preparing for the Inspection
 - Inspector's Credentials
 - Opening Conference
 - Walk Around
 - Closing Conference
 - Citations
 - Appeals
 - Review



Compliance Officer's Responsibility

- Compliance officers carry out their responsibilities by conducting effective inspections to determine whether employers:
 - Furnish workplaces free from recognized hazards that are causing or are likely to cause death or serious physical harm to employees (this is the General Duty clause from the OSHA Act), and
 - Comply with safety and health standards and regulations (for General Industry, 29 CFR 1910 for construction, 29 CFR 1926).



Inspector's Credentials

- Inspector displays credentials
- Asks to meet an appropriate employer representative
- Employers should always ask to see credentials.
- Employer can call local OSHA office to verify



Opening Conference

- Inspector explains the purpose of the visit
- Inspector explains how the establishment was selected
- Inspector explains what the likely scope of the inspection will be



Inspection Scopes

- Comprehensive: a substantially complete inspection of the potentially high hazards areas of a workplace.
- Partial: an inspection whose focus is limited to certain potentially hazardous areas, operations, conditions, or practices in a workplace.

Can expand a partial inspection based on information gathered during the inspection.

Opening Conference

- Inspector determines if a consultation visit is in progress
- Inspector provides a copy of the complaint (if applicable)
- Inspector asks for an employer representative to accompany them during the inspection



Opening Conference



- Inspector asks for an authorized employee representative (union) to accompany them during the inspection

The Inspection Process, Walk Around

- Inspector proceeds through the establishment to identify safety and health hazards
- Inspector determines route and duration of the inspection
- Inspector talks privately with employees



The Inspection Process, Walk Around

- Inspector notes safety and health condition and practices
- Inspector takes photos/videotapes
- Inspector measures noise levels
- Inspector collects air samples to monitor employee exposure to toxic fumes, gases, and dust



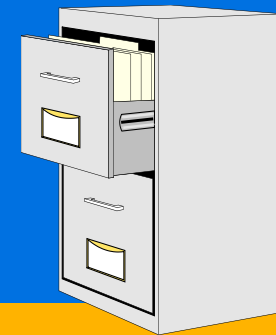
The Inspection Process, Walk Around

- Inspector evaluates existing engineering controls
- Inspector examines records and programs
- Inspection may cover part or all of an establishment
- Trade secrets remain confidential



The Inspection Process, Walk Around

- Employees are consulted, in private, about safety and health conditions and practices
- Employees are protected from discrimination for exercising their rights
- Records (deaths, injuries, illnesses, first reports, haz com)

A detailed view of an OSHA Form 300, 'Log of Work-Related Injuries and Illnesses'. The form is a grid with various columns for recording incidents, including date, time, location, and description. The words 'INJURIES' and 'ILLNESSES' are written in large, bold letters across the grid. The form is titled 'U.S. Department of Labor' and 'For OSHA Use Only'.

The Inspection Process, Walk Around

- Inspector points out unsafe or unhealthful conditions
- Inspector discusses feasible corrective action
- Violations corrected immediately may reflect employers good faith for penalty consideration



The Closing Conference



- Inspector reviews all observed unsafe and unhealthful conditions.
- Inspector indicates alleged violations for which a citation and penalty may be issued.
- Employer provided “*Employer Rights and Responsibilities Following an OSHA Inspection (OSHA 3000)*”.

The Closing Conference



- Inspector will not indicate any specific penalty but informs employer of appeal rights
- Good time for the employer to produce records of compliance efforts and provide information to help determine timeframes for abatement

The Closing Conference



- Inspector may determine if second closing conference is necessary (air monitoring)
- Inspector discusses OSHA's full service resource program
- Separate closing conference if employee representative does not participate

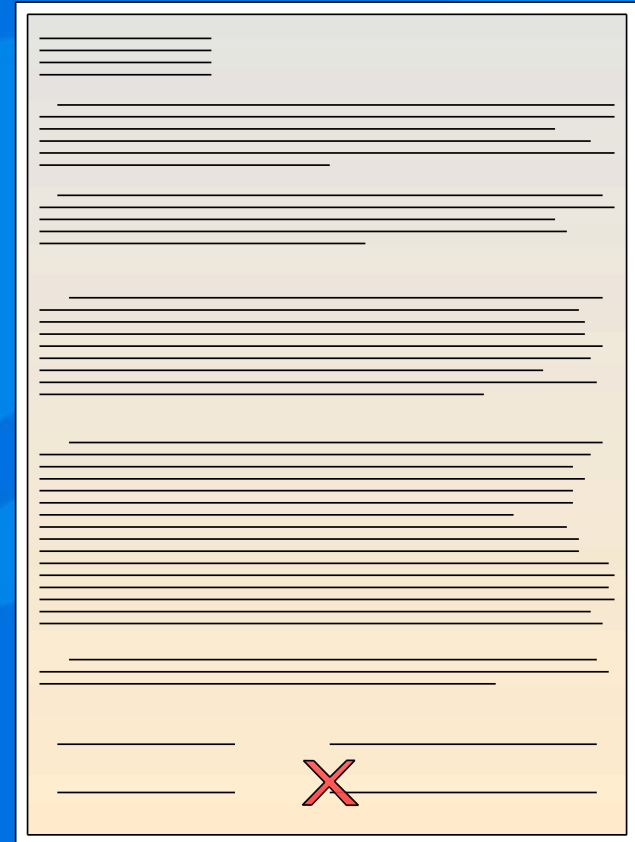
The Closing Conference



- Inspector reports findings
- Area Director determines whether citations will be issued and whether penalties will be proposed

Citations

- Inform the employer and employees of the regulations and standards alleged to have been violated along with penalties.
- Inform the employer and employees of the proposed length of time set for their abatement

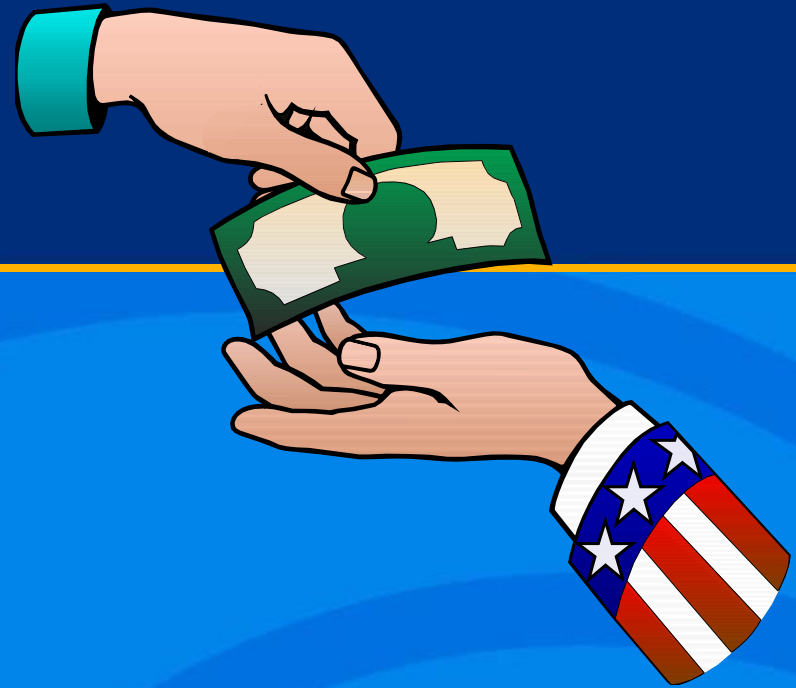
A rectangular form with a white background and a thin black border. The form contains several horizontal lines for text entry, organized into sections. At the bottom right of the form, there is a red 'X' mark.

Citations

- OSHA must issue a citation and proposed penalty within six months of the violation's occurrence.
- Employer will receive citations and notices by certified mail or FedEx.
- Employer must post a copy of each citation at or near the place the violation occurred for 3 days or until it is abated

Penalties

- Violations
 - other-than-serious
 - serious
 - willful
 - repeated
 - failure-to-abate
 - Posting Requirements



OSHA Penalty Levels: 2019

Type of Violation	New Maximum
Serious and Other-Than-Serious Posting Requirements	\$13,260 per violation
Willful or Repeated	\$132,598 per violation
Failure to Abate	\$13,260 per day beyond the abatement date

Effective on: January 23, 2019

<https://www.osha.gov/penalties/>

Penalty Factors

1. Gravity-Based Penalty
2. History
3. Good Faith
4. Size
5. Increased Minimum Penalties
6. Repeat Violations
7. Application of penalty adjustment factors
8. Severe Violator Enforcement Program

Appeals by Employees

- Employee (or authorized representative) may request an informal review if no citations are issued if a complaint initiated the inspection
- Employees cannot contest citations or penalties
- Employees can contest abatement dates

Appeals by Employees

- Employees can contest an employer's Petition for Modification of Abatement (PMA)
- Must be done within 10 working days of posting
- Employees may request an informal conference with the Area Director to discuss issues of the inspection, citation, penalty, or employer's notice of contest



Appeals by Employers



- Employer may request an informal conference with the Area Director
- Area Director is authorized to enter into settlement agreements
- Area Director may revise citations and penalties to avoid prolonged legal disputes for speedier hazard abatement

Petition for Modification of Abatement (PMA)

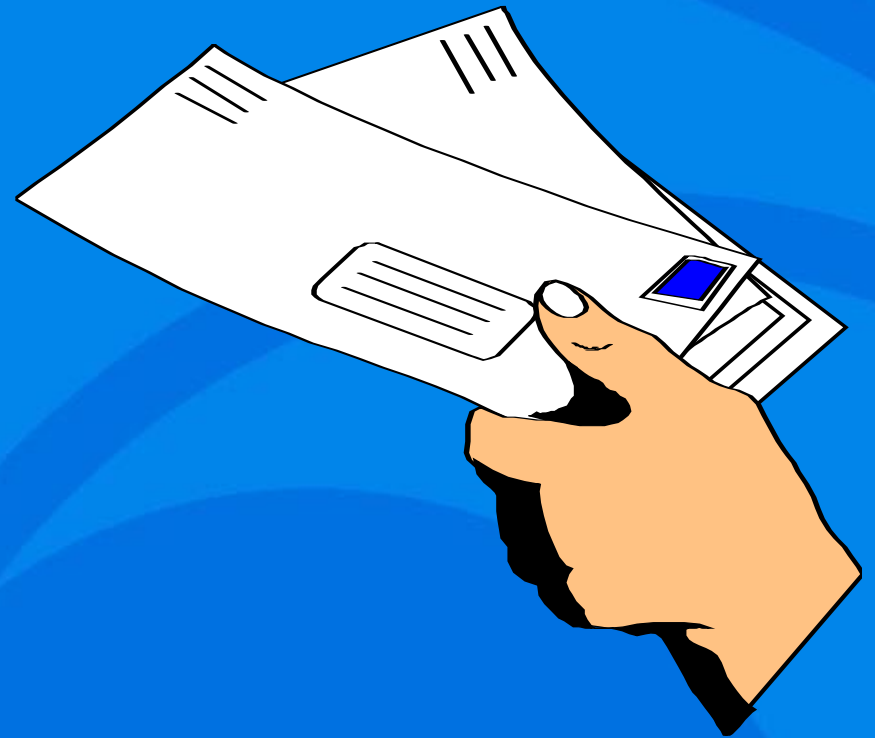
- Employer who has made good faith efforts to abate hazards but cannot due to factors beyond their control
- Employer must have interim protection
- Must be applied for, in writing, with reasons why additional time is needed

Petition for Modification of Abatement (PMA)

- Copy of the petition must be posted for employee notification (in the event they want to contest)

Notice of Contest

- Employer has 15 working days to contest the citation, penalty, or abatement period
- Must be in writing
- Must clearly identify basis for filing



Notice of Contest

- Will become “final order”, without appeal, if not submitted timely
- Must be posted in a prominent location or given personally to each employee

Appeals by Employers



- Employer (who wishes to contest) must submit a written objection to OSHA within 15 working days
- Area Director forwards to the Occupational Safety and Health Review Commission (OSHRC)

Review Procedure



- If timely, the Notice of Contest is forwarded to the OSHRC
- OSHRC is an independent agency not associated with OSHA
- Case assigned to an administrative law judge (ALJ)

Subpart B – Scope, Recording

- 1904.1 – Small employer partial exemptions \leq 10 employees at all times
- 1904.2 – Industry partial exemptions (see Appendix A to Subpart B for complete list)
- 1904.3 – Keeping records for other Federal agencies



Is the partial exemption for size based on the size of my entire company or on the size of an individual business establishment?

- The partial exemption for size is based on the number of employees in the entire **company**.



Non-Mandatory Appendix A to Subpart B -- Partially Exempt Industries

Employers are not required to keep OSHA injury and illness records for any establishment classified in the following North American Industry Classification System (NAICS) codes, unless they are asked in writing to do so by OSHA, the Bureau of Labor Statistics (BLS), or a state agency operating under the authority of OSHA or the BLS. All employers, including those partially exempted by reason of company size or industry classification, must report to OSHA any employee's fatality, in-patient hospitalization, amputation, or loss of an eye (see § 1904.39).

NAICS Code	Industry
4412	Other Motor Vehicle Dealers.
4431	Electronics and Appliance Stores.
4461	Health and Personal Care Stores.
4471	Gasoline Stations.
4481	Clothing Stores.
4482	Shoe Stores.
4483	Jewelry, Luggage, and Leather Goods Stores.
4511	Sporting Goods, Hobby, and Musical Instrument Stores.
4512	Book, Periodical, and Music Stores.
4531	Florists.
4532	Office Supplies, Stationery, and Gift Stores.
4812	Nonscheduled Air Transportation.

1904 Recording Occupational Injuries and Illnesses

- Recordkeeping: **<= Yes, if 10+ employees in certain industries.**
 - 301 “Injury and Illness Report”
 - 300 “Log of Work-related Injuries and Illnesses”
 - 300A “Summary of Work-Related Injuries and Illnesses”

OSHA's Form 301 Injury and Illness Incident Report

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.



U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

This *Injury and Illness Incident Report* is one of the first forms you must fill out when a recordable work-related injury or illness has occurred. Together with the *Log of Work-Related Injuries and Illnesses* and the accompanying *Summary*, these forms help the employer and OSHA develop a picture of the extent and severity of work-related incidents.

Within 7 calendar days after you receive information that a recordable work-related injury or illness has occurred, you must fill out this form or an equivalent. Some state workers' compensation, insurance, or other reports may be acceptable substitutes. To be considered an equivalent form, any substitute must contain all the information asked for on this form.

According to Public Law 91-596 and 29 CFR 1904, OSHA's recordkeeping rule, you must keep this form on file for 5 years following the year to which it pertains.

If you need additional copies of this form, you may photocopy and use as many as you need.

Completed by _____

Title _____

Phone (____) _____-____ Date ____/____/____

Information about the employee

1) Full name _____

2) Street _____

City _____ State _____ ZIP _____

3) Date of birth ____/____/____

4) Date hired ____/____/____

- 5) Male
 Female

Information about the physician or other health care professional

6) Name of physician or other health care professional _____

7) If treatment was given away from the worksite, where was it given?

Facility _____

Street _____

City _____ State _____ ZIP _____

8) Was employee treated in an emergency room?

- Yes
 No

9) Was employee hospitalized overnight as an in-patient?

- Yes
 No

Information about the case

10) Case number from the Log _____ (Transfer the case number from the Log after you record the case.)

11) Date of injury or illness ____/____/____

12) Time employee began work _____ AM / PM

13) Time of event _____ AM / PM Check if time cannot be determined

14) **What was the employee doing just before the incident occurred?** Describe the activity, as well as the tools, equipment, or material the employee was using. Be specific. Examples: "climbing a ladder while carrying roofing materials"; "spraying chlorine from hand sprayer"; "daily computer key-entry."

15) **What happened?** Tell us how the injury occurred. Examples: "When ladder slipped on wet floor, worker fell 20 feet"; "Worker was sprayed with chlorine when gasket broke during replacement"; "Worker developed soreness in wrist over time."

16) **What was the injury or illness?** Tell us the part of the body that was affected and how it was affected; be more specific than "hurt," "pain," or "sore." Examples: "strained back"; "chemical burn, hand"; "carpal tunnel syndrome."

17) **What object or substance directly harmed the employee?** Examples: "concrete floor"; "chlorine"; "radial arm saw." *If this question does not apply to the incident, leave it blank.*

18) **If the employee died, when did death occur?** Date of death ____/____/____

Public reporting burden for this collection of information is estimated to average 22 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. **Response not required to respond to the collection of information unless it displays a current valid OMB control number.** If you have any comments about this estimate or any other aspects of this data collection, including suggestions for reducing this burden, contact: US Department of Labor, OSHA Office of Statistics, Room N-5544, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

OSHA Form 301



Log of Work-Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Form approved OMB no. 1218-0176

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR Part 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an Injury and Illness Incident Report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Establishment name _____
 City _____ State _____

Identify the person		Describe the case				Classify the case				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness:					
(A) Case no.	(B) Employee's name	(C) Job title (e.g., Welder)	(D) Date of injury or onset of illness	(E) Where the event occurred (e.g., Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)	Remained at work				Away from work (K)	On job transfer or restriction (L)	(M)					
						Death (G)	Days away from work (H)	Job transfer or restriction (I)	Other recordable cases (J)	_____ days	_____ days	Injury (1)	Skin disorder (2)	Respiratory condition (3)	Poisoning (4)	Hearing loss (5)	All other illnesses (6)
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Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
(K)	(L)

Injury and Illness Types

Total number of . . .	
(M)	
(1) Injuries	_____
(2) Skin disorders	_____
(3) Respiratory conditions	_____
(4) Poisonings	_____
(5) Hearing loss	_____
(6) All other illnesses	_____

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Penalties are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspect of this data collection, contact US Department of Labor, OSHA Office of Statistical Analysis, Room N-3044, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name _____

Street _____

City _____ State _____ ZIP _____

Industry description (e.g., *Manufacture of motor truck trailers*) _____

Standard Industrial Classification (SIC), if known (e.g., 3715) _____

OR

North American Industrial Classification (NAICS), if known (e.g., 336212) _____

Employment information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)

Annual average number of employees _____

Total hours worked by all employees last year _____

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive _____ Title _____

() - _____ / / _____

Phone _____ Date _____

Posting the OSHA Annual Summary, 300A

Basic requirement. At the end of each calendar year, you must:

- Review the OSHA 300 Log to verify that the entries are complete and accurate, and correct any deficiencies identified;
- Create an annual summary of injuries and illnesses recorded on the OSHA 300 Log;
- Certify the summary; and
- Post the annual summary for each establishments in a conspicuous place from February 1, 2017 to April 30, 2018

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=12776

Review: Posting Requirement

- **1904.32(b)(5):** *How do I post the annual summary?* You must post a copy of the annual summary in each establishment in a conspicuous place or places where notices to employees are customarily posted. You must ensure that the posted annual summary is not altered, defaced or covered by other material.
- **1904.32(b)(6):** *When do I have to post the annual summary?* You must post the summary no later than February 1 of the year following the year covered by the records and keep the posting in place until April 30.



Maintaining and Posting Records

- The records must be maintained for at least **five** years.
- Also, if requested, copies of the records must be provided to current and former employees, or their representatives.

Maintaining and Posting Records

1904.33(b)(1): *Do I have to **update** the OSHA 300 Log during the five-year storage period?*

- **Yes**, during the storage period, you must update your stored OSHA 300 Logs to include newly discovered recordable injuries or illnesses and to show any changes that have occurred in the classification of previously recorded injuries and illnesses. If the description or outcome of a case changes, you must remove or line out the original entry and enter the new information.

Maintaining and Posting Records

1904.33(b)(2): *Do I have to **update** the annual summary?*

- **No**, you are not required to update the annual summary, but you may do so if you wish.

1904.33(b)(3): *Do I have to update the OSHA 301 Incident Reports?*

- **No**, you are not required to update the OSHA 301 Incident Reports, but you may do so if you wish.



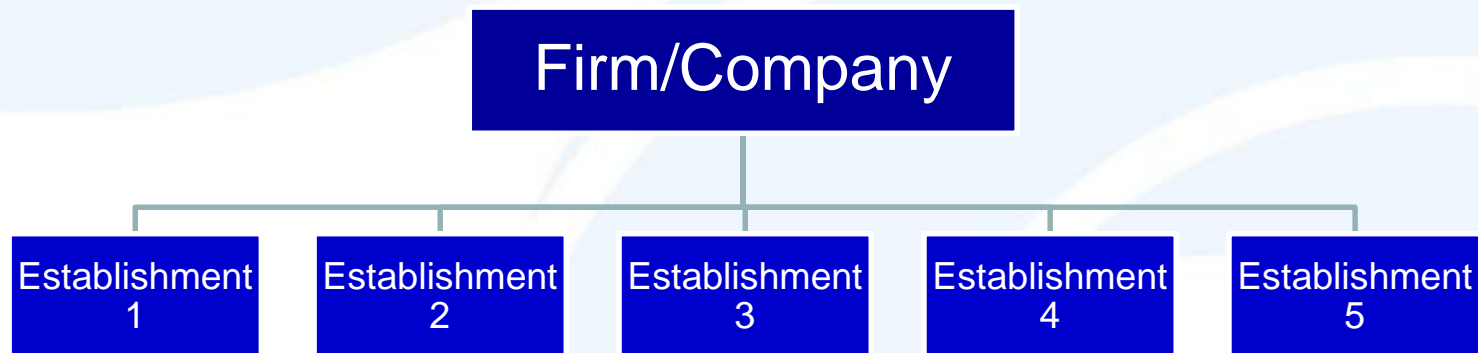
Electronic Submission of Injury and Illness Records

- 1904.41(a)(2) – **Establishments** with 20 or more employees in certain industries:
 - Appendix A to Subpart E of Part 1904-Designated Industries for § 1904.41(a)(2) Annual Electronic Submission of OSHA Form
 - **Must provide, on an annual basis, data from the Summary Form 300A.**
 - This replaces the OSHA Data Initiative (ODI)
 - **Deadline: Dec 31, 2017, then July 1, 2018.**
 - **March 2 afterward.**



***Based on the size of the entire company or
on the size of an individual business
establishment?***

Establishment



Review: What is an Establishment?

An **establishment** is a single physical location where business is conducted or where services or industrial operations are performed.

For activities where employees do not work at a single physical location, such as construction; transportation; communications, electric, gas and sanitary services; and similar operations, the establishment is represented by main or branch offices, terminals, stations, etc. that either supervise such activities or are the base from which personnel carry out these activities.



Electronically Submitting Injury, Illness Data



December 31, 2017:

Covered employers must electronically submit their 2016 OSHA Form **300A** to OSHA. Based on, establishment size 20 or more, 250 or more and NAICS codes.

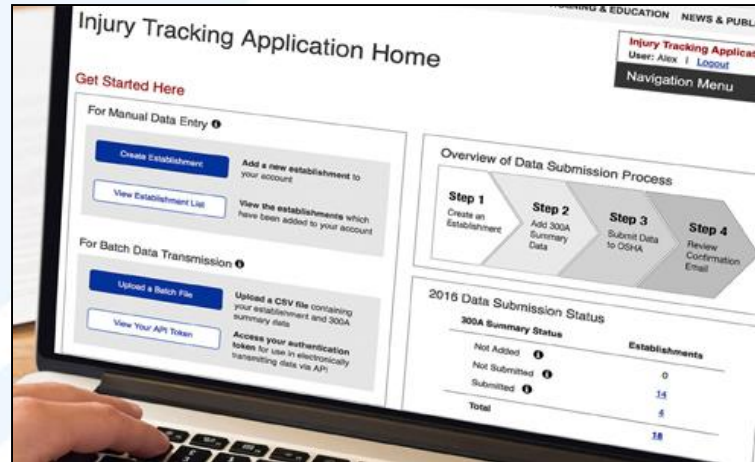
[1904.41 Electronically submitting injury, illness data](#)

- 2016 data: Submit by: December 31, 2017
- 2017 data: Submit by: July 1, 2018
- 2018 data and forward: Submit by: March 2, 2019...



Injury Tracking Application (ITA)

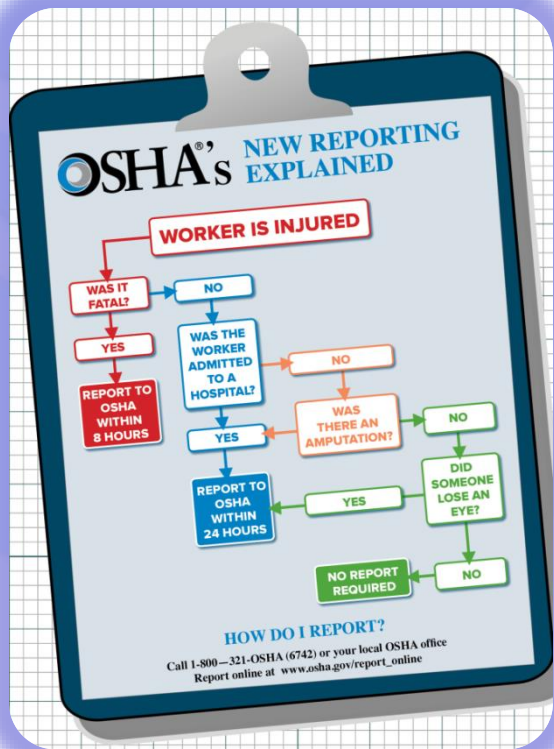
The ITA was successfully launched August 1, 2017



- Employers can access the application from the ITA landing page at

<https://www.osha.gov/injuryreporting/index.html>

Recordkeeping System, Severe Injury Reporting (SIR)



- **Reporting, all employers:**
 - The rule requires an employer to report to OSHA, within eight hours, all work-related fatalities and within 24 hours, all work-related inpatient hospitalizations, amputations and loss of an eye.

How do I report these events to OSHA?

You have three options for reporting the event:

- By telephone to the OSHA Area Office nearest to the site of the work-related incident, during normal business hours.
- By telephone to the 24-hour OSHA hotline (1-800-321-OSHA or 1-800-321-6742).
- Electronically, using the event reporting application located on OSHA's public website.

<http://www.osha.gov/pls/ser/serform.html>



Failing to Report an Incident

- With the new penalty increases, an unadjusted penalty of: **\$9,239**.

What size employer?

Do you have procedures in place?



U.S. Department of Labor

Occupational Safety and Health Administration
Washington, D.C. 20210

Reply to the attention of:



APR 2 2015

*** OSHA ARCHIVE DOCUMENT * NOTICE:
this is an OSHA ARCHIVE Document, and
may no longer represent OSHA policy**

Directorate of Enforcement Programs

SUBJECT: Expiration of the Nursing Home NEP, Effective April 5, 2015

This memorandum alerts Regional Offices to the expiration of the OSHA Instruction CPL 03-00-016, *National Emphasis Program on Nursing and Residential Care Facilities*, effective April 5, 2015. Please be advised that this NEP instructs the field to complete all programmed inspections on their existing lists. Additionally, if an Area Office initiates an unprogrammed inspection, such as a complaint or referral, and the NEP criteria are met, then the office shall continue following the inspection procedures and coding instructions in the NEP. [See Sections VII and XII.B.3 of the NEP]

As outlined in the NEP, the OSHA Data Initiative (ODI), a nationwide collection of establishment-specific injury and illness data from approximately 80,000 establishments, served as the source of the specific establishments that were selected for inspection under the Nursing Home NEP. Because the Agency has suspended the ODI there are no additional targeting lists available for this NEP. However, data from the Bureau of Labor Statistics suggests that the healthcare industry continues to report injury and illness rates that exceed the national average of all general industry. In an effort to reduce the high injury rates in the healthcare industry, the Agency will continue to use both enforcement and collaborative efforts to address hazards such as musculoskeletal disorders from lifting patients or residents, exposures to tuberculosis, bloodborne pathogens, workplace violence and slips, trips and falls. We are advising you of the Agency's intent to soon issue a data guidance that instructs OSHA offices to allocate enforcement and other resources to additional inpatient healthcare facilities, such as nursing homes and hospitals that have occupational illness and injury rates above the industry average.

If you have any questions on the expiring NEP, please contact the Office of Health Enforcement, phone (202) 219-2190.

cc: Directorate Leads

https://www.osha.gov/sites/default/files/enforcement/directives/CPL_03-00-016.pdf

National Emphasis Program for Nursing and Residential Care Facilities

**DIRECTIVE NUMBER:
CPL 03-00-016
EFFECTIVE DATE:
April 5, 2012**



North American Industrial Classification System (NAICS) codes

- Described policies and procedures for targeting enforcement and outreach efforts to reduce occupational illnesses and injuries in nursing and residential care facilities in North American Industrial Classification System (NAICS) codes **623110**, 623210, and 623311.



NAICS Codes

- Site Selection – Targeting Source
 - a) Establishments in the following NAICS codes:
 - **623110** – Nursing Care Facilities
 - **623210** – Residential mental retardation, mental health and substance abuse facilities
 - **623311** – Community care facilities for the elderly

NAICS Codes: 623312 (largest part),
623311 and 623110.



NAICS Codes

6231 Nursing Care Facilities

- **623110 Nursing Care Facilities**

This industry comprises establishments primarily engaged in providing inpatient nursing and rehabilitative services. The care is generally provided for an extended period of time to individuals requiring nursing care. These establishments have a permanent core staff of registered or licensed practical nurses who, along with other staff, provide nursing and continuous personal care services.



NAICS Codes

- **623210 Residential Intellectual and Developmental Disability Facilities**

This industry comprises establishments (e.g., group homes, hospitals, intermediate care facilities) primarily engaged in providing residential care services for persons diagnosed with intellectual and developmental disabilities. These facilities may provide some health care, though the focus is room, board, protective supervision, and counseling.

NAICS Codes

623311 Continuing Care Retirement Communities

This U.S. industry comprises establishments primarily engaged in providing a range of residential and personal care services with on-site nursing care facilities for (1) the elderly and other persons who are unable to fully care for themselves and/or (2) the elderly and other persons who do not desire to live independently. Individuals live in a variety of residential settings with meals, housekeeping, social, leisure, and other services available to assist residents in daily living. Assisted-living facilities with on-site nursing care facilities are included in this industry.

Calculating your Accident Rates

DAFWII Calculation: Days Away From Work
Injury and Illness Rate

DART Calculation: Days Away, Restricted or
Transferred

TCIR Calculation: Total Case Incidence Rate

DART Calculation

(DART = Days Away, Restricted, or Transferred Rate)

$$\text{DART} = N * 200,000 / \text{EH}$$

N = number of cases involving days away and/or restricted work activity and job transfer (Columns “H” & “I”)

200,000 = base number of hours worked for 100 full-time equivalent employees

EH = total hours worked by all employees

Note: Number of cases, not the number of days away.



Calculation Example

Col H = Days away = 2

Col I = Job Transfer or Restriction = 4

Col J = Other Recordable Cases = 5

EH = 436,000 Hours

DAFWII = (Col H) x 200,000 divided by EH

$$\text{DAFWII} = (2) * 200,000 / 436,000 = 0.917$$

DART = (Cols H&I) x 200,000 divided by EH

$$\text{DART} = (2 + 4) * 200,000 / 436,000 = 2.75$$

TCIR = (Cols H, I&J) x 200,000 divided by EH

$$\text{TCIR} = (2 + 4 + 5) * 200,000 / 436,000 = 5.05$$

Former NEP Inspection Procedures

- Privacy
 - Respect for residents' privacy must be a priority for any inspection
 - Respect the confidentiality of employee medical records
 - Submit requests for Medical Access Orders when needed



Learning tool, areas of concern

- Recordkeeping
- Ergonomics: MSD Risk Factors Relating to Resident Handling
- Slips, Trips and Falls (STF)
- Bloodborne Pathogens (BBP)
- Tuberculosis (TB)
- Workplace Violence (WPV)
- Other Hazards
 - Hazard Communication
 - Methicillin-resistant Staphylococcus aureus (MRSA) and other multi-drug resistant organisms (MDROs)



Occ https://www.osha.gov/html/a-z-index.html

OSHA



Occupational Safety and Health Administration

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OSHA WORKER EMPLOYER STANDARDS ENFORCEMENT CONSTRUCTION TOPIC NEWS/RESOURCES DATA TRAINING

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

A TOP

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- Agricultural Ope
- Airline Cabin Cr
- Airline Industry
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- Alternatives Ass
- Ammonium Nitr
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- Analytical Meth
- Anthrax
- Apparel and Fo
- Arsenic
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R TOP

- Radiation
- Radiation Emergency Preparedness and Response
- Radiation, Ionizing
- Radiation, Non-Ionizing
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- Radiological Dispersal Devices - (RDD)/Dirty Bombs
- Recordkeeping
- Recordkeeping Assistance
- Recordkeeping Forms
- Recycling
- Regional & Area Offices Map
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- Regulations & Laws
- Regulatory Agenda
- Report a Fatality or Severe Injury
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- Residential Construction Industry
- Residential Fall Protection - Information and Compliance Assistance Materials
- Respiratory Protection: Safety & Health Topics
- Respiratory Protection eTool
- Respiratory Protection Standard - Training and Reference Materials

OSHA Occupational Safety and Health Administration

Best news newsletter.

W!



Recordkeeping



UNITED STATES
DEPARTMENT OF LABOR



Find it in OSHA



A TO Z INDEX

Occupational Safety and Health Administration

English | Spanish

OSHA - WORKER - EMPLOYER - STANDARDS - ENFORCEMENT - CONSTRUCTION TOPIC - NEWS/RESOURCES - DATA - TRAINING -

Recordkeeping and Reporting Requirements

What's New - Forms - Requirements - Related Documents and Information - Training -

OSHA Injury and Illness Recordkeeping and Reporting Requirements

OSHA published a **Final Rule** to amend its recordkeeping regulation to remove the requirement to electronically submit to OSHA information from the OSHA Form 300 (Log of Work-Related Injuries and Illnesses) and OSHA Form 301 (Injury and Illness Incident Report) for establishments with 250 or more employees that are required to routinely keep injury and illness records. Covered establishments are only required to electronically submit information from the OSHA Form 300A (Summary of Work-Related Injuries and Illnesses). The requirement to keep and maintain OSHA Forms 300, 300A, and 301 for five years is not changed by this Final Rule.

Recordkeeping Requirements

Many employers with more than 10 employees are required to keep a record of serious work-related injuries and illnesses. (Certain low-risk industries are exempted.) Minor injuries requiring first aid only do not need to be recorded.

- [How does OSHA define a recordable injury or illness?](#)
- [How does OSHA define first aid?](#)

This information helps employers, workers and OSHA evaluate the safety of a workplace, understand industry hazards, and implement worker protections to reduce and eliminate hazards –preventing future workplace injuries and illnesses.

Maintaining and Posting Records

The records must be maintained at the worksite for at least five years. Each February through April, employers must post a summary of the injuries and illnesses recorded the previous year. Also, if requested, copies of the records must be provided to current and former employees, or their representatives.

- [Get recordkeeping forms 300, 300A, 301, and additional instructions.](#)
- [Read the full OSHA Recordkeeping regulation \(29 CFR 1904\).](#)

Updated Electronic Submission of Records

The Injury Tracking Application (ITA) is accessible from the [ITA launch page](#), where you can provide the Agency your OSHA Form 300A information. The date by which **certain** employers are required to submit to OSHA the information from their completed Form 300A is March 2nd of the year after the calendar year covered by the form.

Severe Injury Reporting

Employers must report any worker fatality within 8 hours and any amputation, loss of an eye, or hospitalization of a worker within 24 hours.

- [Learn details and how to report online or by phone.](#)



<https://www.gannett-cdn.com/presto/2019/04/19/USAT/c7fe657a-4082-4521-97a6-cfad74d9e195-LAX.JPG> - Provided by USA TODAY, a division of Gannett Satellite Information Network, Inc.

Part 1904



OSHA Injury and Illness Recordkeeping: Q & A Search



UNITED STATES
DEPARTMENT OF LABOR



Find it in OSHA



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Occupational Safety and Health Administration

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Recordkeeping and Reporting Requirements

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OSHA Injury and Illness Recordkeeping: Q & A Search



Use key words to search Q & As on OSHA's injury and illness recordkeeping requirements for employers. From this page you can search a repository of questions and answers from the regulation rule itself as well as from requests for information submitted to the Agency. Simply type any key word(s) into the input field below, then select the Search button to view a list of resulting questions that link to answers. If a search on this page does not answer your question, you can submit your question using [OSHA's e-correspondence form](#).

Keyword Search

Note: Unless the search results table indicates that the source for the Q & A is the recordkeeping rule (29 CFR 1904), the Q & As presented do not themselves impose enforceable recordkeeping or reporting obligations, since such obligations are imposed only by the regulation.

https://www.osha.gov/recordkeeping/faq_search/index.html

Ergonomics: MSD Risk Factors

Establishment Evaluation

Inspections of MSD risk factors will begin with an initial process designed to determine:

- The extent of all MSD hazards
- The extent of hazards related to resident handling
- The manner in which the hazards are addressed

Ergonomics: MSD Risk Factors

When assessing the employer's efforts to address resident handling hazards, you should evaluate program elements such as:

- Program Management
- Program Implementation
- Employee Training

Ergonomics: MSD Risk Factors

Occupational Health Management

Whether there is a process to ensure that work-related disorders are identified and treated early to prevent the occurrence of more serious problems and whether this process includes restricted or accommodated work assignments

Guidelines for **Nursing** **Homes**

OSHA 3182-3R 2009

Ergonomics for the **Prevention** of Musculoskeletal Disorders

OSHA[®]

Occupational Safety
and Health Administration

U.S. Department of Labor

www.osha.gov

https://www.osha.gov/ergonomics/guidelines/nursinghome/final_nh_guidelines.pdf

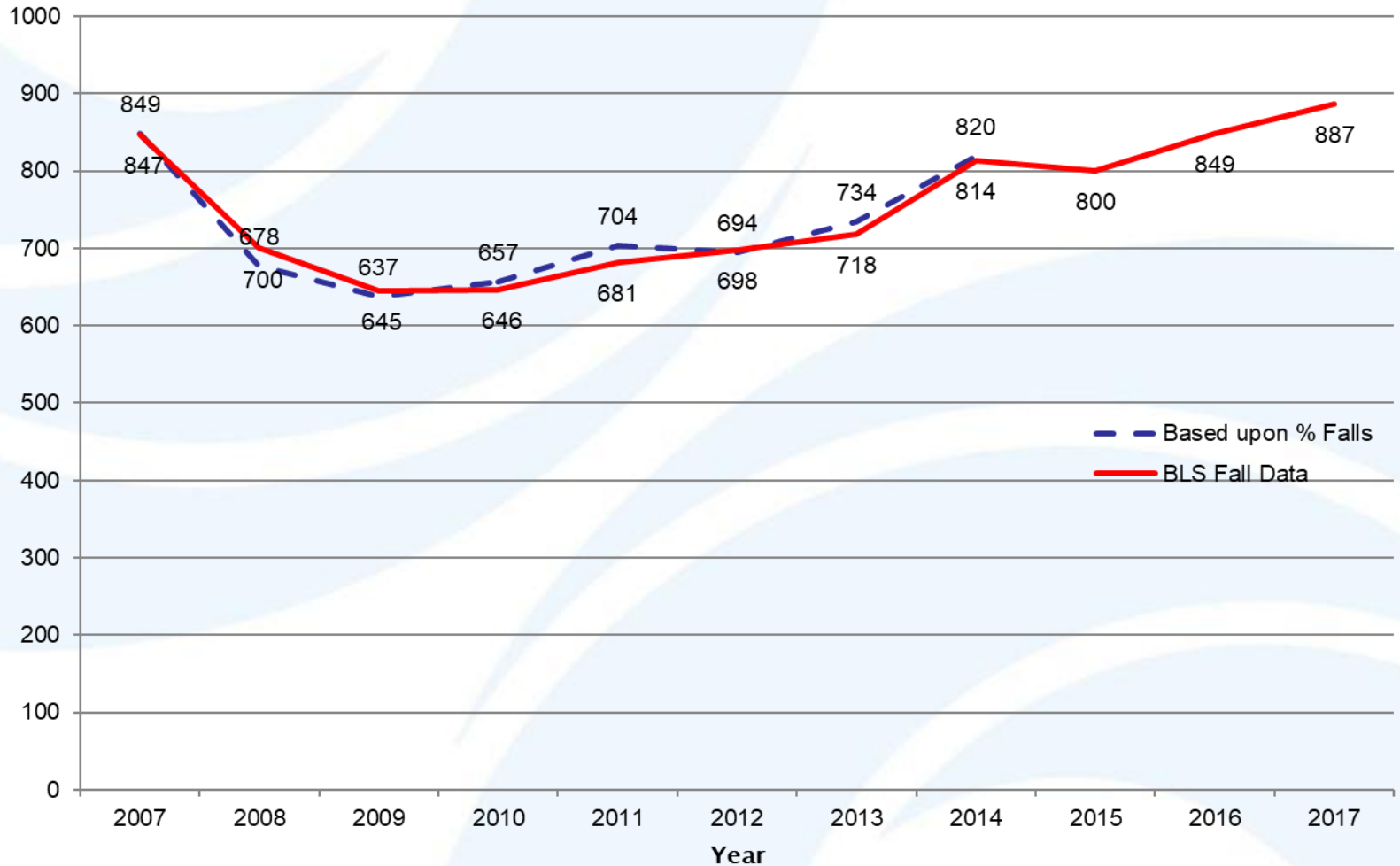
OSHA[®]

Slips, Trips and Falls

- Evaluate the general work environment are there hazards likely to cause slips, trips, and falls



Trend in All Fall Fatalities



Fall Prevention Stand-Down

(May 6-10, 2019)

- OSHA's Sixth Annual Stand-Down to Prevent Falls in all industries.
- Open to any organization in any industry

Join the
National Safety
Stand-Down
To Prevent Falls in Construction

MAY 6-10, 2019



Slips, Trips and Falls

- Evaluate the general work environments (e.g., kitchens, dining rooms, hallways, laundries, shower/bathing areas, points of access and egress) and document hazards likely to cause slips, trips, and falls, such as but not limited to:
 - Slippery or wet floors, uneven floor surfaces, cluttered or obstructed work areas/passageways, poorly maintained walkways, broken equipment, or inadequate lighting.
 - Unguarded floor openings and holes.
 - Damaged or inadequate stairs and/or stairways.
 - Elevated work surfaces which do not have standard guardrails.
 - Inadequate aisles for moving residents.
 - Improper use of ladders and/or stepstools.

Bloodborne Pathogens

- Written Exposure Control Plan (ECP)
- Implementation of appropriate engineering and work practice controls
- Ensure proper work practices and personal protective equipment are in place
- Evaluate vaccination and post-exposure procedures

***Refer to CPL 02-02-069 (BBP directive,
November 27, 2001)***



1910.1030, Bloodborne Pathogens

- [1910.1030\(a\)](#) Scope and Application
- [1910.1030\(b\)](#) Definitions
- [1910.1030\(c\)](#) Exposure Control, Exposure Control Plan
- 1910.1030(d) Methods of Compliance
- [1910.1030\(e\)](#) HIV and HBV Research Laboratories and Production Facilities
- [1910.1030\(f\)](#) Hepatitis B Vaccination and Post-exposure Evaluation and Follow-up
- 1910.1030(g) Communication of Hazards to Employees
- [1910.1030\(h\)](#) Recordkeeping
- 1910.1030(i) Dates

Tuberculosis (TB)

- Do you have:
 - Establishment has had suspected or confirmed TB case among residents
 - Establishment has procedures in place to promptly isolate and manage the care of a resident with suspected or confirmed TB
 - Establishment has medical testing of employees with potential TB exposure



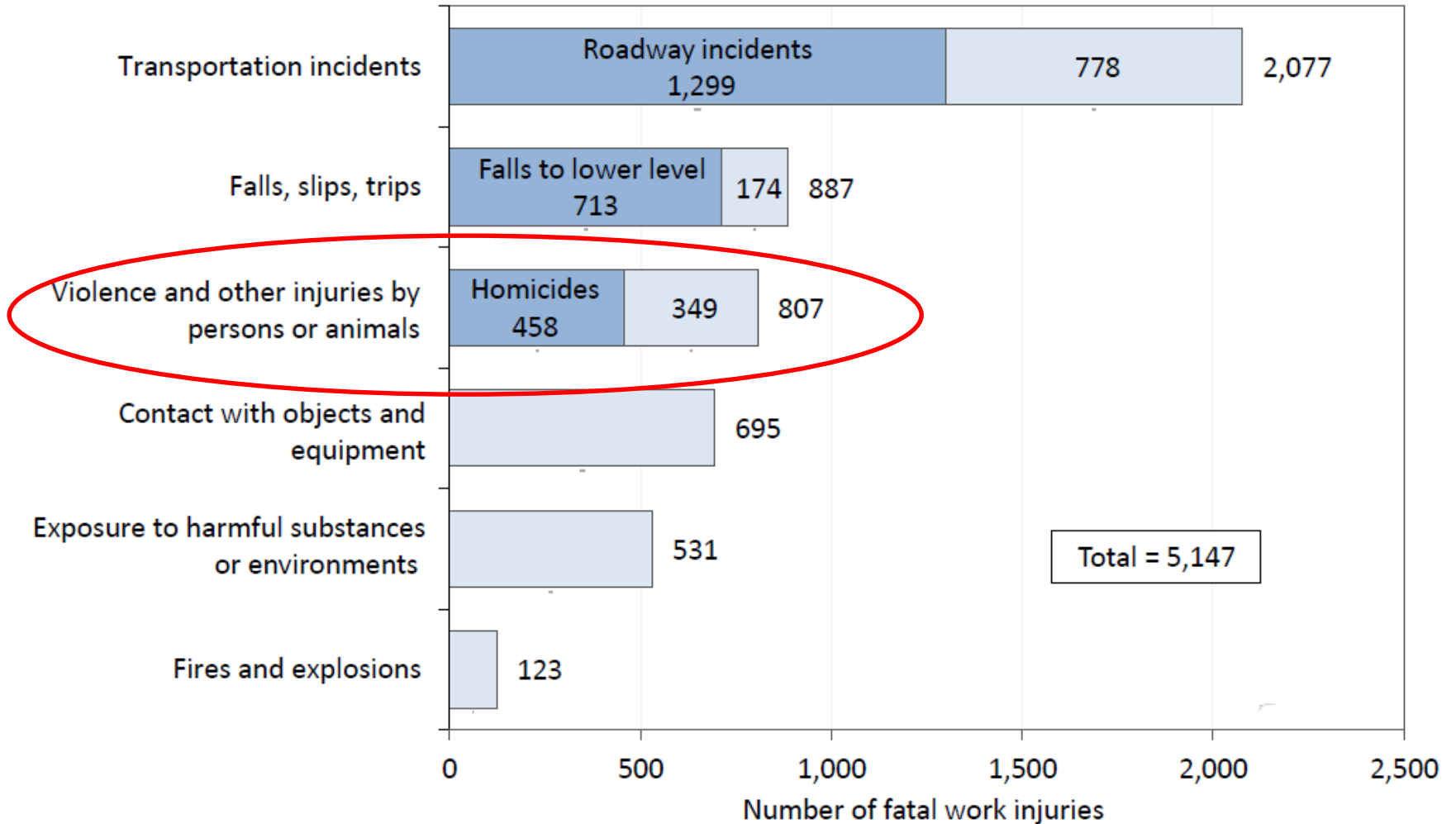
Refer to CPL 02-02-078 (TB directive, June 30, 2015)

Workplace Violence (WPV)

- WPV is a recognized hazard in nursing and residential care facilities
- NIOSH defines WPV as violent acts (including physical assaults and threats of assaults) directed toward persons at work or on duty.

Refer to CPL 02-01-058 (WPV directive, January 10, 2017)

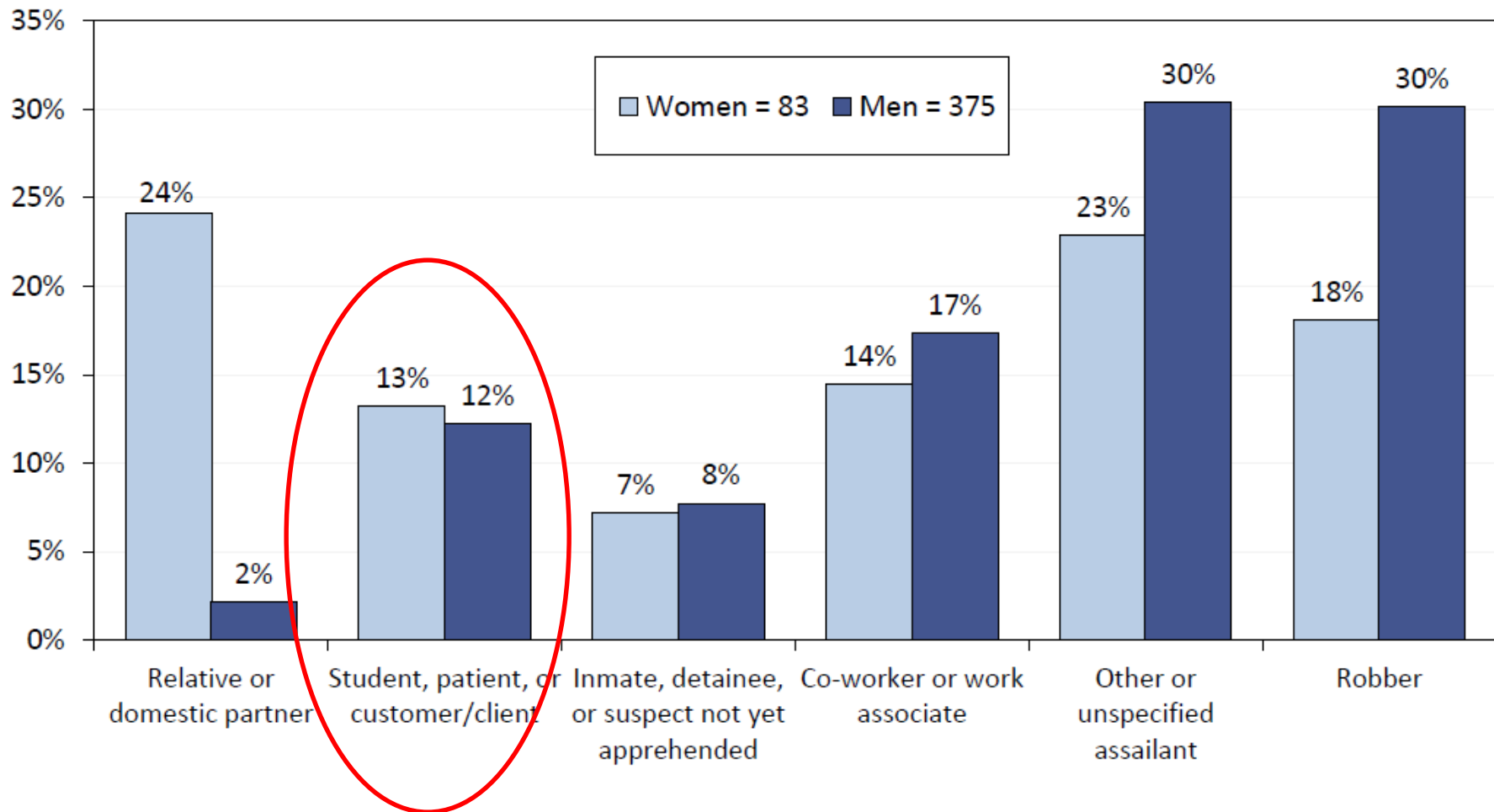
Fatal occupational injuries by major event, 2017



- More fatal work injuries resulted from transportation incidents than from any other event in 2017.
- Roadway incidents alone accounted for about one out of every four fatal work injuries.

[View data](#)

Percent of work-related homicides by gender of decedent and assailant type, 2017



- Relatives or domestic partners were the most frequent assailant in work-related homicides involving women.
- Robbers were the most common work-related homicide assailant for men.

[View data](#)

Workplace Violence (WPV)



- WPV is a recognized hazard in nursing and residential care facilities



OSHA INSTRUCTION

U.S. DEPARTMENT OF LABOR

Occupational Safety and Health Administration

DIRECTIVE NUMBER: CPL 02-01-058

EFFECTIVE DATE: 01/10/2017

SUBJECT: Enforcement Procedures and Scheduling for Occupational Exposure to Workplace Violence

ABSTRACT

Purpose: This Instruction provides policy guidance and procedures to be followed when conducting inspections and issuing citations related to occupational exposure to workplace violence.

Scope: OSHA-wide.

References: Bruening, R.A., Strazza, K., Nocera, M., Peek-Asa, C., Casteel, C. (2015, March). How to engage small retail businesses in workplace violence prevention: Perspectives from small businesses and influential organizations. *American Journal of Industrial Medicine*, 58, 668-678.

Burgel, B.J., Gillen, M., Castle, M. (2012, August). Health and safety strategies of urban taxi drivers. *Journal of Urban Health*, 89(4), 717-722.

Centers for Disease Control (CDC) – National Institute of Occupational Safety and Health (NIOSH): [NIOSH Current Intelligence Bulletin #57: Violence in the Workplace: Risk Factors and Prevention Strategies](#)

[CPL 02-00-160](#), Field Operations Manual (FOM), August 2, 2016.

Konda, S., Reichard A., Hartley, D. (2013). U.S. correctional officers killed or injured on the job. *Corrections Today*, 75(5) 122-125.

OSHA, Publication 3148: Guidelines for Preventing Workplace Violence for Healthcare and Social Service Workers, 2015.

OSHA, Publication 3153: Recommendations for Workplace Violence Prevention Programs in Late-Night Retail Establishments, 2009.

ABSTRACT - 1

Enforcement Procedures and Scheduling for Occupational Exposure to Workplace Violence

*CPL 02-01-058 (WPV
Directive, January 10, 2017)*



Definition

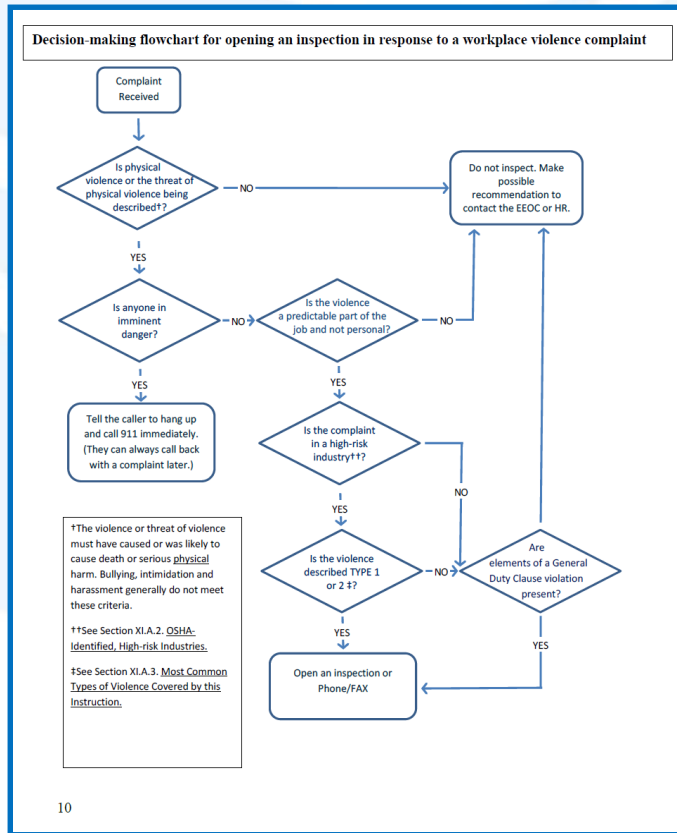
Workplace Violence

“Violent acts, including physical assaults and threats of assaults, directed toward persons at work or on duty.”

Source: CDC/NIOSH “Occupational Hazards in Hospitals”
DHHS (NIOSH) Pub. No. 2002-101
DIRECTIVE NUMBER: CPL 02-01-058, Jan 10, 2017



Decision-making Flowchart



1) **IS** physical violence (or threat of) being described

2) **IS** the violence a predictable part of the job and not personal (*Reasonably Foreseeable*)

3) **IS** the workplace within a high-risk industry

4) **IS** the violence described type 1 or type 2

5) **ARE** there elements of a citation

Physical Violence (or threat of)

Is physical violence or the threat of physical violence being described?

- **Physical assaults:** Attacks ranging from slapping and beating to rape, homicide, and the use of weapons such as firearms, bombs, and knives.
- **Threats:** Expressions of intent to cause harm, including verbal threats, threatening body language, and written threats
- **Muggings:** Aggravated assaults, usually conducted by surprise and with intent to rob.

Predictable and NOT Personal

Known Risk Factors

Contact with the public	Exchange of money	Delivery of passengers, goods, or services
Having a mobile workforce (taxi)	Working with persons in healthcare, social service, or criminal justice settings	Working alone or in small numbers
Working in high-crime areas	Guarding valuable property or possessions	Working in community-based settings such as drug rehabilitation centers and group homes

While each of these factors shall be considered in determining whether to inspect a worksite, none of them would individually trigger an inspection.



High-Risk Industries

Is the violence occurring within a known **high-risk industry**?

1. Healthcare settings
2. Social Service settings
3. Late-night Retail
4. Transportation Industries
5. Correctional Facilities

Directive focuses on these industries, however it is not intended to exclude other industries/establishments where workplace violence is identified as a hazard



Type 1 and Type 2

Would likely result in an inspection

Type 1 – Criminal Intent

- Any person enters workplace to commit a robbery or other crime
- Current or former employee enters workplace with intent to commit a crime (includes late night retail)



Type 2 – Customer/Client/Patients

Violence directed at employees by:

- Customers
- Patients
- Students
- Inmates
- Any other people to whom an employer provides service to



Type 3 and Type 4

Generally would not result in an inspection

Type 3 – Co-Worker

Violence against a co-worker, supervisor, or managers by current or former employee, supervisor, or manager



Type 4 – Personal

Violence in the workplace by someone who does not work there, but who is known to, or has a personal relationship with an employee



Violence Prevention Programs

Program should be adaptable to different situations at the worksite



Program has to be clearly explained to all employees

Guidelines for Preventing

workplace vio|ence

for Healthcare
and Social Service
Workers

Workplace Violence: Guidelines for Preventing Workplace Violence for Healthcare and Social Service Workers (OSHA 3148 - 2016)

<https://www.osha.gov/Publications/osha3148.pdf>



Possible Findings from Records Review:

	Hospital	Residential Treatment	Non-residential Treatment/Service	Community Care	Field Workers (Home Healthcare and Social Service)
Departments/Units	<ul style="list-style-type: none"> - Emergency Department - Psychiatric Unit - Geriatric Unit 	<ul style="list-style-type: none"> - Dementia Unit - Adolescent Unit 			
Work areas	<ul style="list-style-type: none"> - Waiting room - Nurses' station - Hallway - Treatment rooms 	<ul style="list-style-type: none"> - Therapy room - Patient's room - Dining area - Van/Car transport 	<ul style="list-style-type: none"> - Waiting area - Therapy room 	<ul style="list-style-type: none"> - Kitchen - Car 	<ul style="list-style-type: none"> - Kitchen - Car - Bedroom
Job titles	<ul style="list-style-type: none"> - Security guard - Nurse - Therapist - Doctor - Receptionist - Health aide - Technician 	<ul style="list-style-type: none"> - Social worker - Therapist - Nurse - Health aide - Security guard - Driver - Technician 	<ul style="list-style-type: none"> - Social worker - Behavioral health specialist - Nurse - Technician 	<ul style="list-style-type: none"> - Social worker - Therapist - Health aide 	<ul style="list-style-type: none"> - Social worker - Health aide - Child Support services - Emergency medical personnel
Activities	<ul style="list-style-type: none"> - Patient intake - Transferring patients from one floor to another - Meal time - Bathing - Changing of staff - Scanning for weapons 	<ul style="list-style-type: none"> - Conducting therapy - Transitioning patients from one area to another - Driving patients - Feeding patient 	<ul style="list-style-type: none"> - Therapy room - Client intake 	<ul style="list-style-type: none"> - Conducting therapy - Bathing/ changing/ feeding client - Administering meds - Driving patient 	<ul style="list-style-type: none"> - Bathing/ changing/ feeding client - Administering meds - Driving patient - Interacting with clients' families
Time of day	<ul style="list-style-type: none"> - After 10 PM - Meal times 	<ul style="list-style-type: none"> - Late afternoon and evening 	<ul style="list-style-type: none"> - No pattern 	<ul style="list-style-type: none"> - Entry or exit 	<ul style="list-style-type: none"> - Entry or exit - Meal times

OSHA Publication

OSHA 3148-06R 2016

Risk Analysis / Records Review

Page 10



Possible engineering controls for different healthcare and social service settings

	Hospital	Residential Treatment	Non-residential Treatment/ Service	Community Care	Field Workers (Home Healthcare, Social Service)
Security/silenced alarm systems	- Panic buttons or paging system at workstations or personal alarm devices worn by employees			- Paging system - GPS tracking [†] - Cell phones	
	- Security/silenced alarm systems should be regularly maintained and managers and staff should fully understand the range and limitations of the system.				
Exit routes	- Where possible, rooms should have two exits - Provide employee 'safe room' for emergencies - Arrange furniture so workers have a clear exit route		- Where possible, counseling rooms should have two exits - Arrange furniture so workers have a clear exit route		- Managers and workers should assess homes for exit routes
	- Workers should be familiar with a site and identify the different exit routes available.				
Metal detectors – hand-held or installed	<ul style="list-style-type: none"> - Employers and workers will have to determine the appropriate balance of creating the suitable atmosphere for services being provided and the types of barriers put in place. - Metal detectors should be regularly maintained and assessed for effectiveness in reducing the weapons brought into a facility. - Staff should be appropriately assigned, and trained to use the equipment and remove weapons. 				
Monitoring systems & natural surveillance	- Closed-circuit video – inside and outside - Curved mirrors - Proper placement of nurses' stations to allow visual scanning of areas - Glass panels in doors/walls for better monitoring		- Closed-circuit video – inside and outside - Curved mirrors - Glass panels in doors for better monitoring		
	<ul style="list-style-type: none"> - Employers and workers will have to determine the appropriate balance of creating the suitable atmosphere for services being provided and the types of barriers put in place. - Staff should know if video monitoring is in use or not and whether someone is always monitoring the video or not. 				

OSHA Publication

OSHA 3148-06R 2016

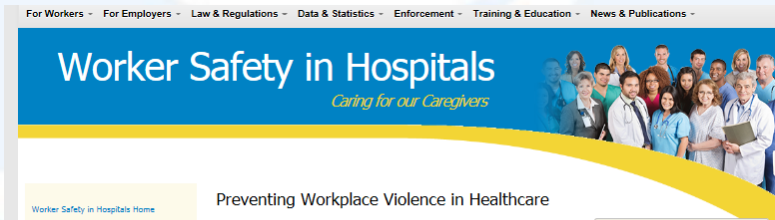
Engineering Controls

Page 14

[†] Employers and workers should determine the most effective method for ensuring the safety of workers without negatively impacting working conditions.

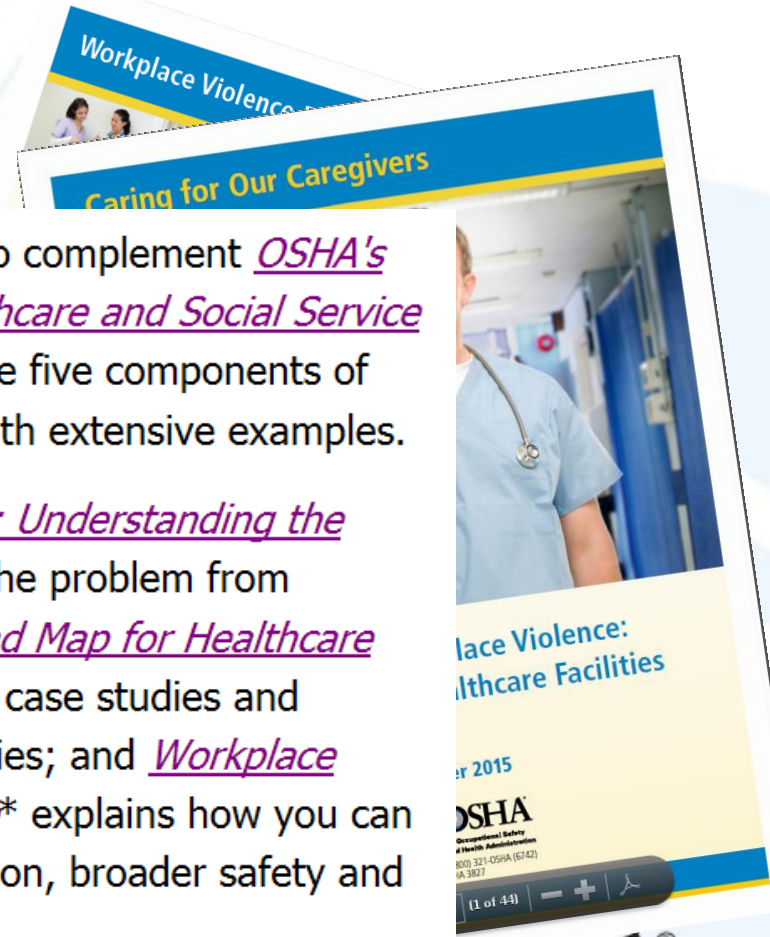


Workplace Violence (WPV) Resources



The strategies and tools presented here are intended to complement [*OSHA's Guidelines for Preventing Workplace Violence for Healthcare and Social Service Workers**](#), updated in 2015. *The Guidelines* describe the five components of an effective workplace violence prevention program, with extensive examples.

The products below: [*Workplace Violence in Healthcare: Understanding the Challenge**](#), presents some estimates of the extent of the problem from various sources; [*Preventing Workplace Violence: A Road Map for Healthcare Facilities**](#) expands on OSHA's guidelines by presenting case studies and successful strategies from a variety of healthcare facilities; and [*Workplace Violence Prevention and Related Goals: The Big Picture**](#) explains how you can achieve synergies between workplace violence prevention, broader safety and health objectives, and a "culture of safety."



Other Hazards

- Multi-drug resistant organisms, such as methicillin-resistant *Staphylococcus aureus* (MRSA)
- Hazardous chemicals such as pesticides, disinfectants and hazardous drugs





Methicillin-resistant *Staphylococcus aureus* (MRSA)



Staphylococcus aureus is a common type of bacteria that can cause skin infections.

Staph bacteria are usually harmless, but they can cause serious infections that can lead to sepsis or death.

List H: EPA's Registered Products Effective Against Methicillin Resistant *Staphylococcus aureus* (MRSA) and Vancomycin Resistant *Enterococcus faecalis* or *faecium* (VRE)

General Information

Factsheets & Posters

Health & Safety

Cleaning & Disinfection



United States Environmental Protection Agency

Notes about this list:

- All EPA-registered pesticides must have an EPA registration number which consists of a...
- When you purchase a pesticide, check the label for the EPA registration number...
- In addition to primary products, distributors may also sell products with formulations and efficacy identical to the primary products. Distributor products frequently use different brand...

<https://www.epa.gov/pesticide-registration/list-h-epas-registered-products-effective-against-methicillin-resistant>

Staphylococcus aureus, commonly called "staph", is a bacteria commonly found on the skin and in the

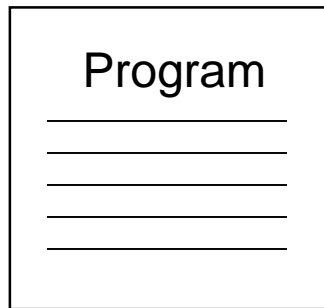


- Hospital
- Administration
- Centers
- Clinical
- Dietary
- Emergency
- Engineering
- Health
- Hazard
- Helpline
- Housekeeping
- ICU
- Laboratory
- Laundry
- Pharmacy
- Surgical Suite
- Expert Systems

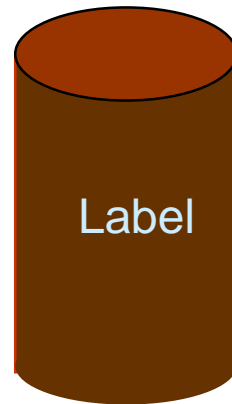
Purpose of OSHA's Hazard Communication (HCS-2012) Standard

To ensure that employers and employees know about work hazards and how to protect themselves so that the incidence of illnesses and injuries due to hazardous chemicals is reduced.

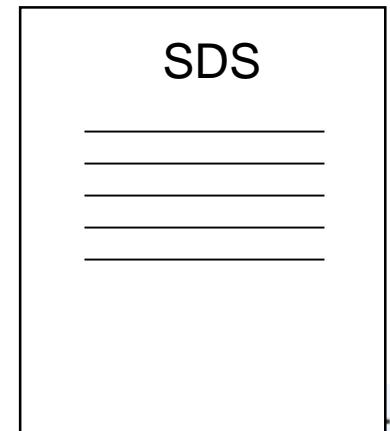
Hazard
Communication
Program



Container
Labeling



Safety
Data Sheet +
Chemical List



EMPLOYEE TRAINING

OSHA's Top Violations in NAICS Code



Top Violations in NAICS Code: 62 *Health Care and Social Assistance* (October 2017 through September 2018)

Citations	Inspections	Penalty
749	241	\$1,481,183



Inspection Data

NAICS Code: 623110 *Nursing Care*

Standard	Citations	Inspections	Penalty	Description
<u>Total</u>	80	31	\$225,684	All Standards cited for Nursing Care Facilities (Skilled Nursing Facilities)
<u>19101030</u>	29	10	\$63,233	Bloodborne pathogens.
<u>19101200</u>	11	7	\$14,321	Hazard Communication.
<u>19040039</u>	6	6	\$24,064	Recordkeeping, reporting
<u>19040029</u>	4	3	\$2,560	Recordkeeping, Forms.
<u>19040007</u>	2	1	\$0	Recordkeeping, General recording criteria.
<u>19040041</u>	1	1	\$0	Recordkeeping, OSHA Summary Form received
<u>19040032</u>	1	1	\$1,386	Recordkeeping, Annual summary.
<u>19101020</u>	1	1	\$0	Access to employee exposure and medical records.
<u>19100022</u>	2	2	\$10,639	General requirements.
<u>19100023</u>	3	2	\$26,390	Guarding floor and wall openings and holes.
<u>19100132</u>	2	2	\$12,598	General requirements.
<u>19100133</u>	2	2	\$5,738	Eye and face protection.
<u>19100134</u>	4	2	\$8,164	Respiratory Protection.
<u>19101001</u>	2	1	\$11,090	Asbestos.
<u>19100151</u>	1	1	\$6,929	Medical services and first aid.
<u>19100028</u>	1	1	\$10,608	Safety requirements for scaffolding.
<u>19100147</u>	2	1	\$4,435	The control of hazardous energy (lockout/tagout).
<u>19100303</u>	1	1	\$3,130	General requirements.
<u>19100304</u>	1	1	\$4,435	Wiring design and protection

“Other Stuff” OSHA on the world-wide web

www.osha.gov



1
2
4

eTOOLS
eTools Home : Hospital Scope | Glossary | References | Site Map | Credits



Hospital eTool



- Administration
- Central Supply
- Clinical Services ▶
- Dietary ▶
- Emergency
- Engineering
- Healthcare Wide ▶
- Hazards
- Heliport
- Housekeeping
- ICU
- Laboratory
- Laundry
- Pharmacy
- Surgical Suite ▶
- Expert Systems

The OSH Act of 1970 strives to "assure safe and healthful working conditions" for today's workers, and mandates that employers provide a safe work environment for employees. Hospitals and personal care facilities employ approximately 1.6 million workers at 21,000 work sites. There are many occupational health and safety hazards throughout the hospital. This eTool[®] focuses on some of the hazards and controls found in the hospital setting, and describes standard requirements as well as recommended safe work practices for employee safety and health.

This eTool addresses the following areas:

- [Administration](#)
- [Central Supply](#)
- [Clinical Services](#)
- [Dietary](#)
- [Emergency](#)
- [Engineering](#)
- [ICU](#)
- [Laboratory](#)
- [Laundry](#)
- [Pharmacy](#)
- [Surgical Suite](#)
- [Healthcare Wide Hazards](#)

<https://www.osha.gov/SLTC/etools/hospital/index.html>



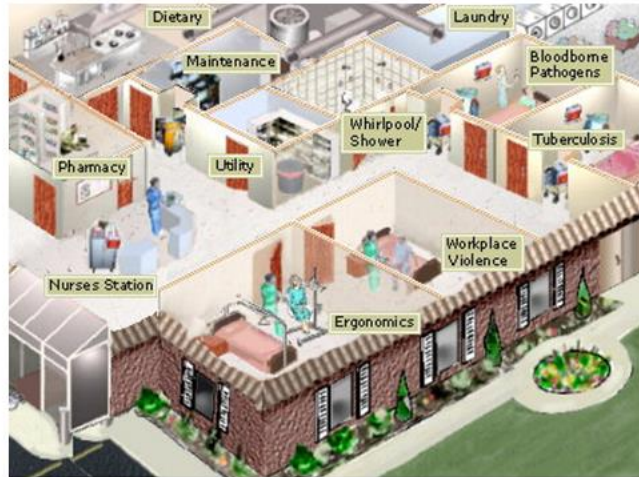


Nursing Home eTool

Bloodborne Pathogens
Ergonomics
Dietary
Laundry
Maintenance
Nurses Station
Pharmacy
Tuberculosis
Housekeeping
Whirlpool/Shower
Workplace Violence

Occupational Hazards in Long Term Care Nursing Home eTool

Today nursing homes and residential care facilities employ approximately 2.8 million workers at 21,000 work sites. Many nursing home tasks require considerable lifting and other strenuous physical labor. Historically the injury rate for workers in these facilities is double the injury rate for all full time workers in other occupations. This eTool* is designed to assist employers and employees in identifying and controlling the hazards associated with nursing homes and residential care facilities.



This eTool addresses the following topics:

- Bloodborne Pathogens
- Ergonomics
- Dietary
- Laundry
- Maintenance
- Nurses Station
- Pharmacy
- Tuberculosis
- Housekeeping
- Whirlpool/Shower
- Workplace Violence

*eTools are "stand-alone," illustrated, Web-based training tools on occupational safety and health topics. As indicated in the disclaimer, eTools do not create new OSHA requirements.

<http://www.osha.gov/SLTC/etools/nursinghome/index.html>



Worker Safety in Hospitals

Caring for our Caregivers



Worker Safety in Hospitals Home

Understanding the Problem

Safety & Health Management Systems

Safe Patient Handling

MSD Assessment

Management Support

Policy / Program Development

Facility & Patient Needs Assessment

Facilitating Change

Safe Patient Handling Equipment

Education & Training

Program Evaluation

Additional Resources

Workplace Violence

Did you know that a hospital is one of the most hazardous places to work? In 2011, U.S. hospitals recorded 253,700 work-related injuries and illnesses, a rate of 6.8 work-related injuries and illnesses for every 100 full-time employees. This is almost twice the rate for private industry as a whole.

OSHA created a suite of resources to help hospitals assess workplace safety needs, implement safety and health management systems, and enhance their safe patient handling programs. Preventing worker injuries not only helps workers—it also helps patients and will save resources for hospitals. [Download the overview*](#) and explore the links below to learn more about the resources available.



Understanding the Problem

Hospitals are hazardous workplaces and face unique challenges that contribute to the risk of injury and illness.

[Learn More >](#)



Safety & Health Management Systems

A safety and health management system can help build a culture of safety, reduce injuries, and save money.

[Learn More >](#)



Safe Patient Handling

Safe patient handling programs, policies, and equipment can help cost-effectively reduce the biggest cause of workplace injuries.

[Learn More >](#)



Preventing Workplace Violence

A comprehensive prevention program can help address the problem of workplace violence in healthcare facilities.

[Learn More >](#)

<https://www.osha.gov/dsg/hospitals/index.htm> 

*These files are provided for downloading.

•Health Care Industry

Compliance Assistance Quick Start



Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8

Follow the steps below to identify some of the major OSHA requirements and guidance materials that may apply to your health care facility. These steps will lead you to resources on OSHA's Web site that will help you comply with OSHA requirements and prevent workplace injuries and illnesses.

- **Step 1:** [OSHA Requirements That Apply to Many Health Care Employers](#)
- **Step 2:** [Other Hazards at Health Care Facilities](#)
- **Step 3:** [Survey Your Workplace for Additional Hazards](#)
- **Step 4:** [Find Information About Specific Health Care Sectors](#)
- **Step 5:** [Develop a Comprehensive Safety and Health Program](#)
- **Step 6:** [Train Your Employees](#)
- **Step 7:** [Recordkeeping, Reporting, and Posting](#)
- **Step 8:** [Find Additional Compliance Assistance Information](#)



https://www.osha.gov/dcsp/compliance_assistance/quickstarts/health_care/index.html



Protecting Temporary Workers

- The temporary employee is a shared responsibility.
- Responsibilities vary with each host and temporary agency relationship.

Temporary Worker Best Practices

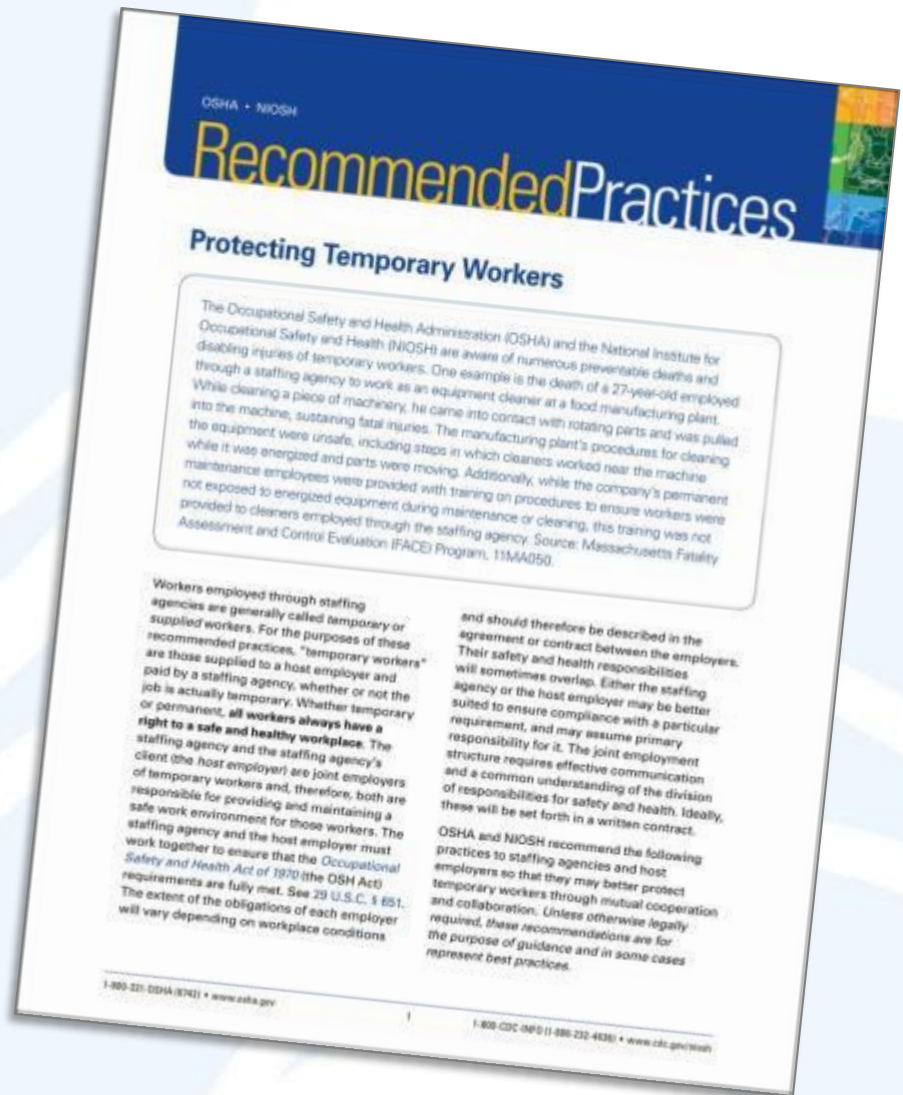
Staffing agency & host employer should **both**:

- Plan ahead, establish who is responsible for what
- Have an Injury and Illness Prevention Program
- Perform a hazard assessment of the worksite
- Define scope of work in the contract
- Conduct new project orientation and safety training that addresses hazards to which temporary workers may be potentially exposed
- Maintain communication with the worker and each other



Temporary Workers: Outreach & Education

- Alliance with American Staffing Association
- Issued Temporary Worker Recommended Practices
- Developing Compliance Assistance Bulletins



<https://www.osha.gov/Publications/OSHA3735.pdf>



OSHA Resources

- Webpage,
www.osha.gov

- Staff Duty Officer
- Quick Takes,

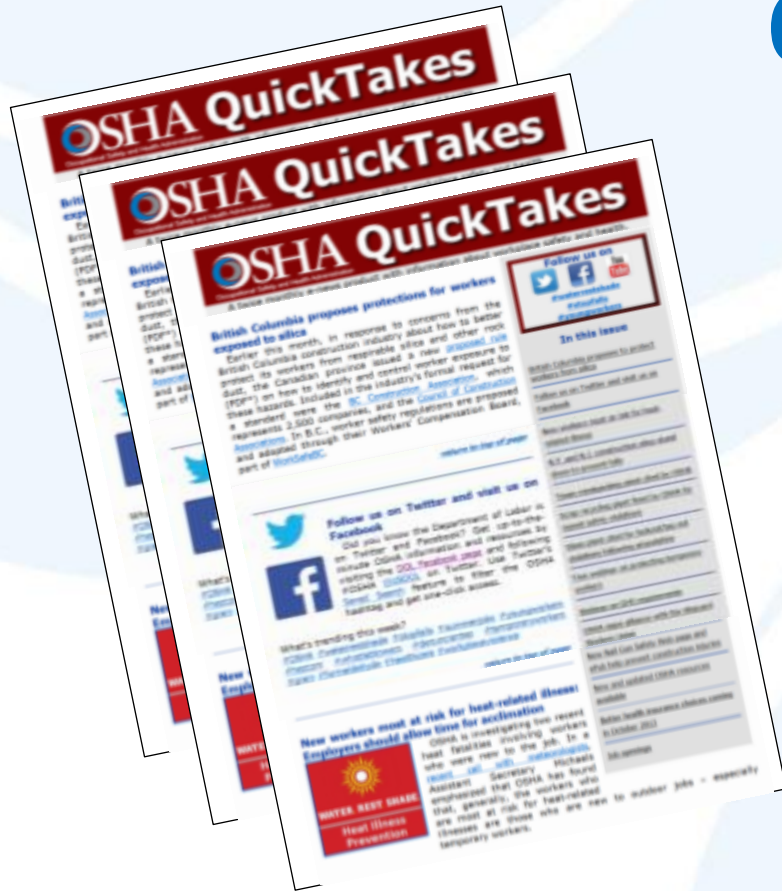


The screenshot shows the OSHA website homepage. At the top, there is a red header with the United States Department of Labor logo, social media icons, and a search bar. Below the header, the text 'Occupational Safety and Health Administration' is displayed. A navigation menu includes links for 'ABOUT OSHA', 'WORKERS', 'EMPLOYERS', 'REGULATIONS', 'ENFORCEMENT', 'TOPICS', 'NEWS & PUBLICATIONS', 'DATA', and 'TRAINING'. The main content area features a featured article titled 'Preventing Workplace Heat Illnesses' with a sub-headline 'Whether work is indoors or outdoors, follow these steps to protect workers.' Below the article, there is a red banner for the 'OSHA QuickTakes Newsletter - Subscribe Now!' with a 'WITH EMPLOYERS' button. At the bottom of the banner, there is a small caption: 'U.S. Department of Labor Cites Two Colorado Construction Companies For Safety and Health Hazards after Worker's Fatal' and a link for 'Cooperative and Recognition Programs'.

- Consultation
- Compliance Assistance



OSHA QuickTakes



- **Free** OSHA e-newsletter delivered twice monthly to 200,000 subscribers
- **Latest news** about OSHA initiatives and products to help employers and workers find and prevent workplace hazards
- Sign up at www.osha.gov

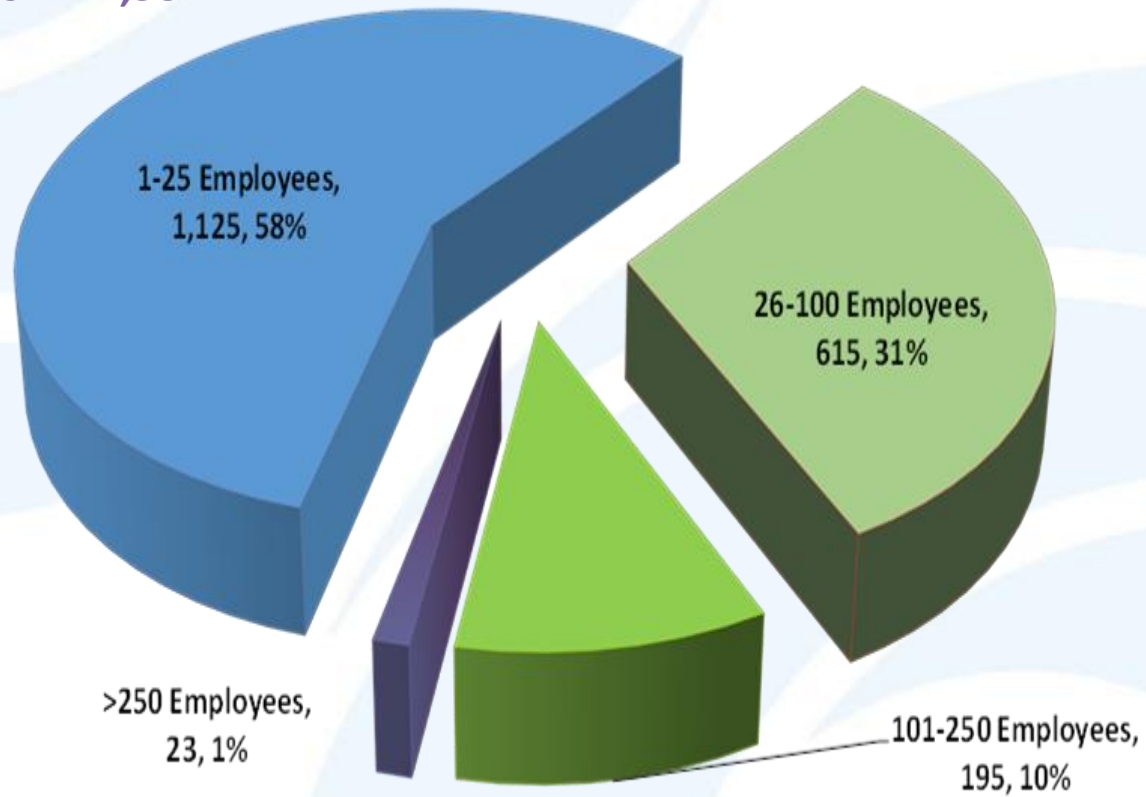
OSHA Consultation Service

Indiana University of Pennsylvania

- Aimed to help employers who want help in recognizing and correcting safety and health hazards and in improving their safety and health programs.
- Free, largely funded by OSHA
- Requirement: A commitment to correcting serious safety and health hazards
- Confidential, tailored to small business

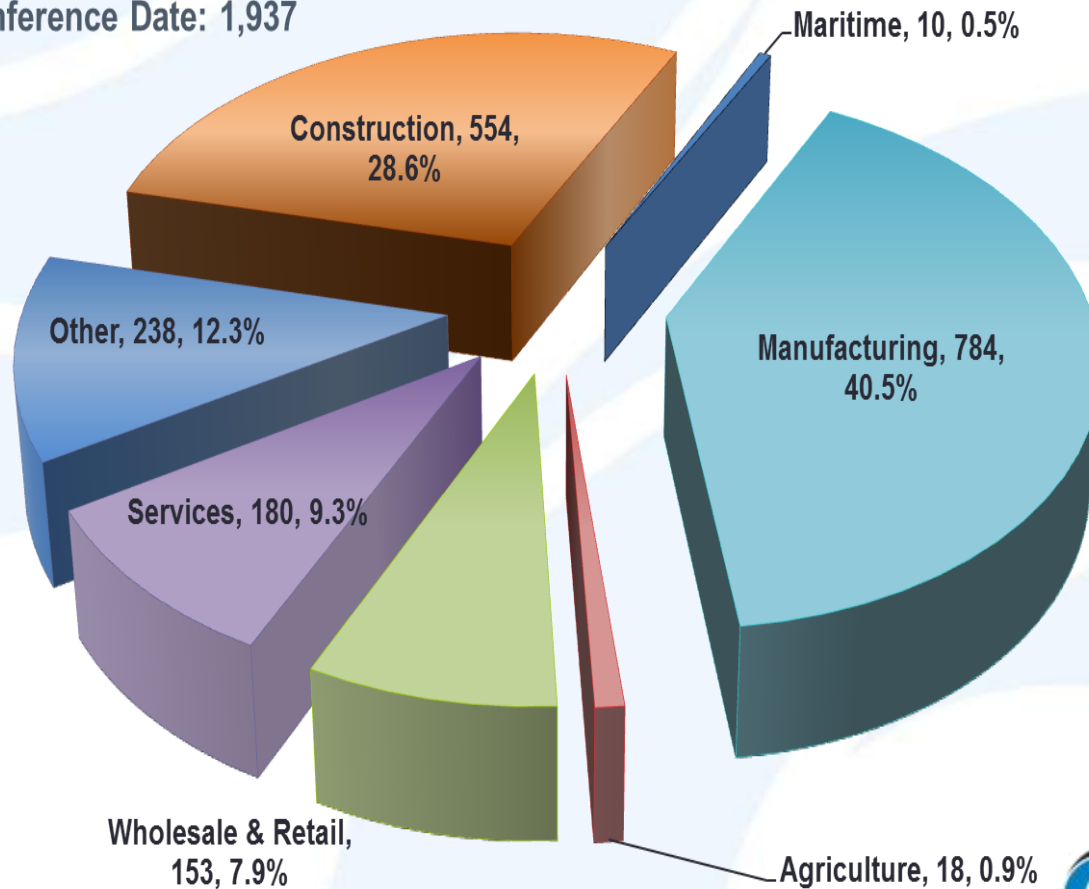
Size of Employers Receiving Consultation Services in Region III, FY 2017

Total Visits Closed in FY
2017: 1,937

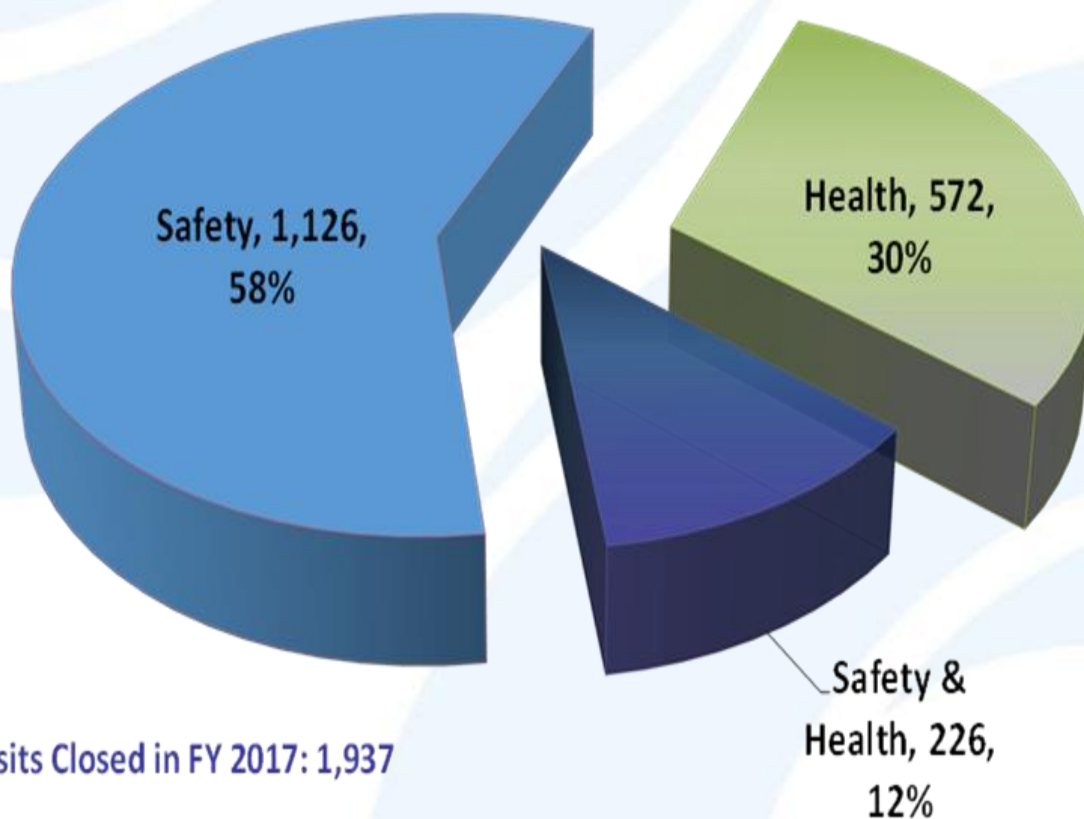


On-site Consultation Visits by Industry Sector

Total FY 2017 Visits with a Closing
Conference Date: 1,937



Region III - On-site Consultation Initial Visits by Category, FY 2017



Total Visits Closed in FY 2017: 1,937

OSHA Consultation Service Indiana University of Pennsylvania

- Safety and Health Achievement Recognition Program (SHARP)
- Contact Information:
1 – 800 – 382 – 1241

www.hhs.iup.edu/sa/osha

Region III OSHA Consultation Projects

- **District of Columbia**  **202-724-3690**
Office of Occupational Safety and Health

- **Delaware**  **302-761-8219**
DOL Office of Safety and Health Consultation

- **Maryland**  **410-527-4499**
MOSH Consultation Services

- **Pennsylvania**  **800-382-1241**
PA OSHA Consultation Program (IUP)

- **Virginia** **804-786-8707**
Occ. Safety and Health Training and Consultation

- **West Virginia**  **304-558-7890**
OSHA Safety Consultation Program

Scope of services- determined by Employer's Request

- Limited assessment of one area or process (Determined by employer) or
- Full scope Initial Safety and/or Health Visit

Can provide...

- [Program Assistance \(implementing SHP\)](#)
- Free Industrial Hygiene surveys!
 - Noise, chemical exposure assessments, etc.
- Training and Education!
 - Region III Consultants trained over 50,000 employers/employees in FY[®] 2017 or various topics!



Compliance Assistance

OSHA helping employers

FY 2018 Statistics:

- **20 million** visitors to OSHA's website
- **262,000** responses to OSHA 1-800 calls for help
- **14,000** e-mail requests for assistance answered
- **5,000** outreach activities by Regional & Area Offices
- **26,000** small businesses helped through Consultation



Compliance Assistance Specialists

- Work out of OSHA's Area Offices
- Provide general information about OSHA's standards and compliance assistance resources
- Available for seminars, workshops, and speaking events



OSHA Publications

Protektahan ang Sarili:
Mga Kemikal na Panlinis at Iyong Kalusugan

Ang paggamit ng mga kemikal na panlinis ay maaaring magdulot ng:

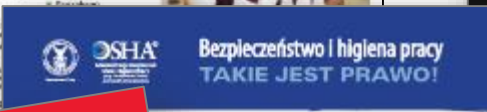
- Pankulit
- Halarog, kalamnan
- Dermatitis, pagmamayagap
- Pagkainang mgkita

Regulasyon ng Kalusugan at Paggagamit ng mga Kemikal na Panlinis

Ano ang Kalusugan?



OSHA
Bezpieczeństwo i higiena pracy
TAKIE JEST PRAWO!



Seguridad con las pistolas de clavos

Guía para los contratistas del sector de la construcción



PROTEJA SU SALUD
Reporte sus Lesiones y Enfermedades



Những điều cần biết về OSHA
 Cơ Quan Bảo Vệ Sức Khỏe và An Toàn Lao Động
 Bộ Lao Động Thương Mại và Xã Hội Việt Nam



Pracownicy pracownicy są doci

Pracownicy pracownicy są doci...
 Pracownicy pracownicy są doci...
 Pracownicy pracownicy są doci...



OSHA DATOS RÁPIDOS

Protegiendo a los trabajadores agrícolas de los peligros de tractores y cosechadoras

Los tractores de la granja son la causa principal de la muerte y lesión en los campos. Los trabajadores agrícolas deben estar bien entrenados y capacitados para operar estos equipos de manera segura.



Sống khỏe mạnh và an toàn khi làm nghề Nail

Thường thì thợ nail và thợ sơn Nail



OSHA
 Cơ Quan Bảo Vệ Sức Khỏe và An Toàn Lao Động
 Bộ Lao Động Thương Mại và Xã Hội Việt Nam

OSHA
Los OSHA Casos de Tercer Nivel

Presente un lugar de trabajo seguro...
 Presente un lugar de trabajo seguro...
 Presente un lugar de trabajo seguro...



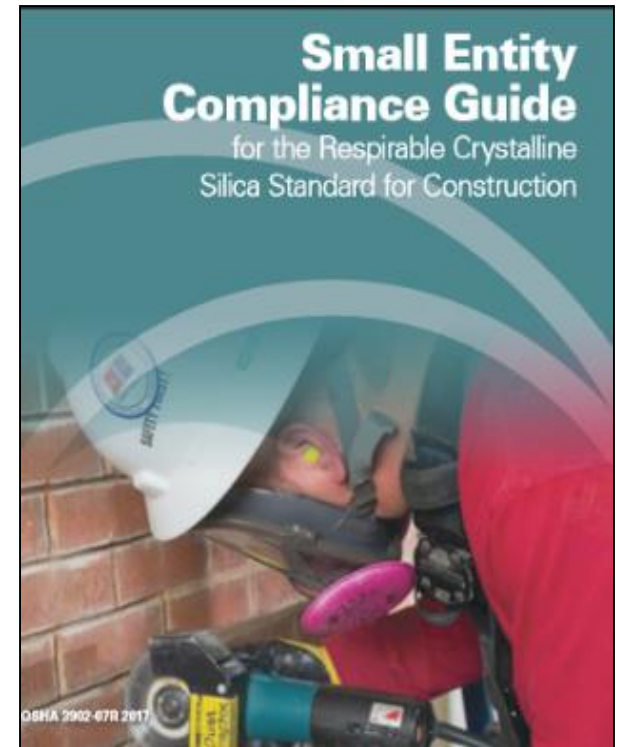
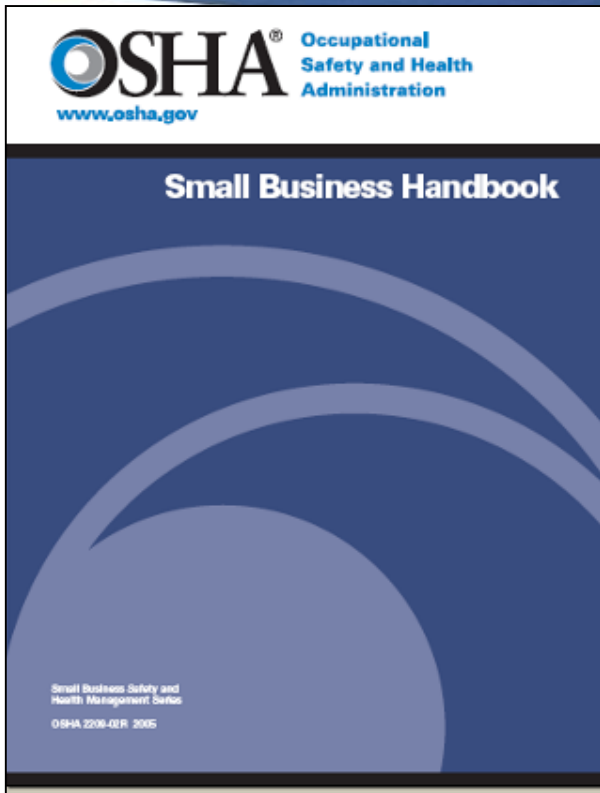
si trabajas a través de una agencia de empleo...



네일 샵를 작업자의 권리



Help for Small Businesses: Publications





- Home
- Training Requirements and Resources
- Outreach Training 10-Hr/30-Hr Cards
- OTI Education Centers
- Susan Harwood Training Grants

Training



Safety Starts with Training

OSHA requires employers to provide training to workers who face hazards on the job. We create training materials, distribute training grants to nonprofit organizations, and provide training through authorized education centers.

Training Requirements and Resources



Before engaging in any potentially hazardous activities, workers must receive appropriate safety training from their employer, as defined in

Outreach Training (10-Hour or 30-Hour Cards)



Outreach training courses are basic hazard awareness classes for workers delivered by OSHA-authorized trainers. They are not required by OSHA, and employers require them.

<http://www.osha.gov/dte/index.html>

OSHA Calendar of Events

Actual months have not been selected, stay tuned.

- **March 2019:**

- [Focus Four Campaign begins:](#) Monthly events: Electrical Safety, Struck By, Fall Prevention, Caught in/between
- [Third Annual National Ladder Safety Month](#) (2019), American Ladder Institute

- **April 2018: (Struck By)**

- [2018: Distracted Driving Awareness Month](#), (National Safety Council).
- [April 8-12, 2019: National Roadway Work Zone Awareness Week.](#)
- 28 - [Workers' Memorial Day \(OSHA's birthday\).](#)

- **May 2018: (Fall Prevention)**

- May 6-10, 2019: [National Safety Stand-Down to Prevent Falls in Construction.](#)
- Informal launch of the [Heat Illness Prevention Campaign](#); “[Don't Fry Day](#)”

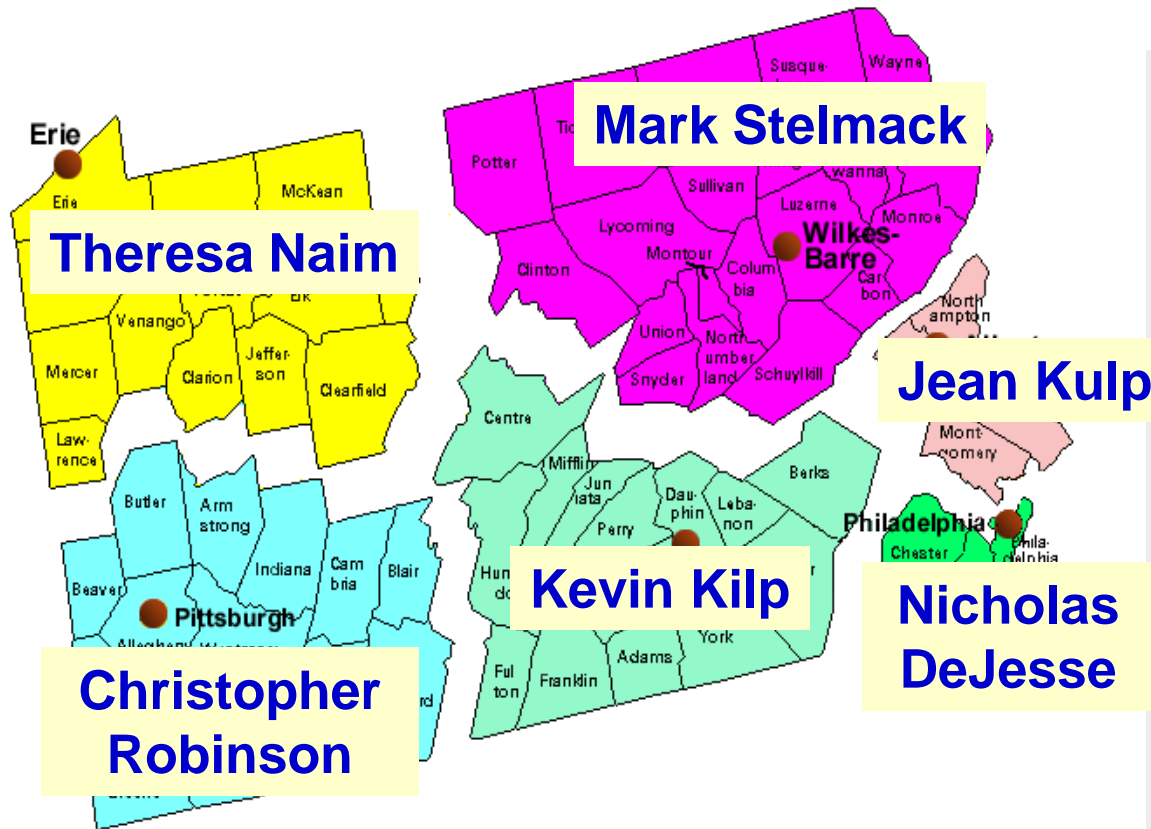
- **June 2019: (Caught in/between)**

- [2019: National Safety Month](#) (National Safety Council).
- June 17-21, [2019: Trench Safety Stand-Down](#) (NUCA)

- ? **August 2018: [Safe + Sound Week.](#)**



Pennsylvania OSHA Area Offices



Allentown Area Office

(267) 429-7542

Erie Area Office

(814) 874-5150

Jarrisburg Area Office

(717) 782-3902

Philadelphia Area Office

(215) 597-4955

Pittsburgh Area Office

(412) 395-4903

Wilkes-Barre Area Office

(570) 826-6538

Main OSHA Number:

1-800-321-OSHA,

1-800-321-6742

The image features the OSHA logo prominently in the center. The logo consists of a stylized 'O' with a blue and white circular design inside, followed by the letters 'S', 'H', and 'A' in a white, serif font. A registered trademark symbol (®) is located to the upper right of the 'A'. The background is a close-up of the American flag, showing the stars and stripes in a slightly blurred, dynamic perspective.

OSHA[®]

**Occupational Safety
and Health Administration**