

Indiana Labor Insider

July/August 2011

Advancing the safety, health and prosperity of Hoosiers in the workplace

Mitchell E. Daniels Jr., Governor
Lori A. Torres, Commissioner of Labor

Strategic Focus of Indiana Department of Labor

The Indiana Department of Labor is in the process of drafting a new strategic plan for its occupational health and safety efforts for 2012 to 2016. Some areas of emphasis just jump off the page in terms of priority and attention. Two of those are injuries in the healthcare field and injuries caused by motor vehicles. If we eliminated injuries in those areas, we could reduce our overall number of injured Hoosier workers (estimated at more than 90,000 each year!) by nearly 20% and eliminate our single highest cause of fatalities. Now that would be an outcome worth celebrating. We will be launching several initiatives and programs in the next year to work on addressing keeping our nurses, healthcare aides, hospital maintenance staff and drivers of all types safer and healthier.

But we still need your input as we work on our strategic plan. Do you have any input on what you think IDOL should be focusing on? Is there an area where we could have an impact? Is there a program that needs reworking or even eliminating? We are reaching out and asking for any suggestions you have as we develop our goals, strategies and measures for the next five years. We would love to come visit you or have you visit us to discuss your thoughts. Our new strategic plan will become effective not later than October 1, 2012.

Finally, it is a cliché to talk about the weather to make small

talk, but our Indiana weather has really been HOT! We had a big spike in calls to our IOSHA complaint desk, and we've taken a close look at how we respond. We have a number of questions we will now ask if there is an allegation that the temperature is causing an unsafe environment, including whether there is liberal access to water and rest opportunities, whether symptoms of heat stress or stroke are present and if other employees are experiencing symptoms of heat-related illness. Ironically, most of our callers were working indoors, not outside, with heat-related questions. We have some good resources on heat stress, so please visit www.osha.gov/SLTC/heatillness/heat_index/index.html. As summer begins to wind down, we still need to be attentive to what Mother Nature and environment can do.



Lori A. Torres
Commissioner of Labor

To your health and wealth,

Lori Torres

Lori A. Torres
Commissioner

INSafe Launches Outreach Campaign to Combat Distracted Driving

Highway

vehicle accidents were the leading cause of death in the workplace (38%) in 2009, according to the federal Bureau of Labor Statistics' (BLS) Census of Fatal Occupational Injuries (CFOI). While it is unknown if driver distraction contributed to these incidents, there is no doubt this type of activity endangers the safety of everyone on the roadway.

While all distracted driving activities are dangerous, according to experts, texting while driving is most alarming. Texting takes the driver's mind, eyes and hands away from the primary task of driving. In 2011, the Indiana General Assembly passed a law prohibiting drivers from typing, transmitting or reading text or e-mail messages

from a communications device while driving. As a primary enforcement law, police will now be able to ticket a driver solely on the basis of texting or emailing while driving. Offenders may face a **fine of up to \$500**.



for questions about Hoosier worker safety and health, please contact INSafe by email at insafe@dol.in.gov or by phone at (317) 232-2688. Learn more about INSafe online at www.in.gov/dol/insafe.

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SAFETY ALERT:

Safeguarding Hoosier Caregivers

Needlesticks,

patient lifting, acts of violence and biological and chemical hazards are only a few of the occupational safety and health hazards in which healthcare and social assistance workers are exposed. According to the Bureau of Labor Statistics (BLS) Survey of Occupational Injuries and Illnesses (SOII), in 2009, more than 16,000 Hoosier healthcare and social assistance industry workers suffered a workplace injury or illness.

At 6.5 per 100 workers, employees in this industry are injured at a much higher rate than the Hoosier manufacturing or construction industries. Since at least 2005, the healthcare and social assistance industry has consistently ranked among the top three industries with the highest worker injury and illness rate in Indiana.

With more than 340,000 Hoosier workers employed in the healthcare and social assistance industry, it is the state's third largest employer. Workers in this industry are employed in **hospitals, clinics, physician offices, ambulatory services** and **nursing homes** to name a few. In addition to medical staff, some larger healthcare facilities employ a wide variety of trades that have health and safety hazards associated with them. These include workers in **mechanical and medical equipment maintenance, housekeeping, food service, building and grounds maintenance, laundry and administrative staff.**



According to the BLS SOII, today, nearly half of injuries suffered by workers in this industry include **sprains, strains and tears** (47%). Other frequent injuries include **fractures** (11%) and **soreness and pain** (11%). The majority of injury sources were **patients** (33%). Other sources included **floors and ground surfaces** (25%) and **worker motion or position** (9%).

Approximately 17% of injuries suffered by workers in this injury in 2009 required the worker to miss one or more days of work. The average number of days spent away from work was four. Specific healthcare facilities that have high non-fatal injury and illness rates include **nursing and residential care facilities** (10.4) and **hospitals** (7.2).



Injury and Illness Prevention Is Key

To reduce occupational injuries and illnesses, employers should place an emphasis on developing policies and procedures for prevention. The Hoosier healthcare and social assistance industry is required to safeguard workers from recognized safety and health hazards—just as any other workplace.

The development and implementation of a safety and health management system is critical. The core components of an effective safety and health management system include **management commitment, employee involvement, hazard prevention and control** as well as occupational safety and health **training for managers, supervisors and employees.**

It is essential that company or organization management demonstrate personal concern for employee safety and health, and the priority placed on employees at all times. Management must set clear and specific safety and health policies and procedures.

Organization management may demonstrate the depth of their commitment to worker safety and health by involving employees. Employees can help identify and resolve safety and health issues and concerns by bringing unique insights and energy to achieving the goals and objectives of the program. One way to get employees actively involved in the safety- and health-related activities is by implementing an **employee-driven safety committee.**

Safety committees can assist employers in the identification of safety and health hazards by conducting regular inspections—weekly, monthly or quarterly. These committees may also be effective in developing and delivering worker safety and health training and retraining.

Employers are responsible for knowing what items, policies or procedures are needed to keep employees safe. For instance, to reduce the likelihood of injuries resulting from **floors and ground surfaces**, employers should develop safe work practices

that ensure housekeeping personnel clean only one side of a hallway at a time. This procedure would allow workers ample walking access to the remaining half of the area and reduce the potential of suffering injury from falling.

An effective occupational safety and health program requires proper job performance and cooperation from everyone in the workplace. Employers must ensure that all employees, managers and supervisors included, know about the materials and equipment they work with, the known hazards and how to control the hazards. Safety and health training may be able to be coupled with other training, depending on the type of hazards found in the work environment.

In any occupational safety and health program or related-activities, documentation is key. Employers must be sure to keep all appropriate records with respect to training, safety and health meetings, information distributed to employees, etc. For more information on the core components of an effective occupational safety and health program, please click [here](#).

Worker Deaths

Although worker fatalities occur less frequently in the healthcare and social assistance industry than in construction and manufacturing industries, they do occur. Between 2005 and 2009, 16 Hoosier workers in this industry were fatally injured on-the-job, according to the BLS Census of Fatal Occupational Injuries. Five of these worker deaths were attributed to **falls**. Four deaths were due to **acts of violence and assault**.

Applicable OSHA Standards

Healthcare facilities are addressed in specific standards for general industry. More information about these standards may

be found online at www.osha.gov/SLTC/healthcarefacilities/index.html.

The most frequently cited OSHA standard for health services is **bloodborne pathogens**. Needlestick and other sharps-related injuries expose workers to bloodborne pathogens. Healthcare workers as well as employees in many other occupations are at risk of exposure to Hepatitis B, Hepatitis C and HIV/AIDS. To learn more about the prevention of needlestick injuries, please visit www.osha.gov and click on the letter “B” for “bloodborne pathogens” on the “A-Z” index at the top of the webpage.

Other frequently cited OSHA standards for health services may be found online by clicking [here](#).

Resources for Employers

Federal OSHA developed two separate [eTools](#) for hospitals and nursing homes. OSHA’s eTool are stand-alone, interactive, web-based training tools designed for specific occupational safety and health topics. To view all OSHA eTools, please click [here](#).

Free onsite OSHA consultation is also provided by INSafe to assist employers in developing and implementing occupational safety and health programs. INSafe works with employers to identify and eliminate workplace safety and health hazards. To request an onsite consultation, please complete and submit the request form online at www.in.gov/dol/insafeconsultation.

For more information or questions please contact INSafe by email at insafe@dol.in.gov. INSafe may also be contacted by phone at (317) 232-2688.



It Happened Here: Tippecanoe County

Background: Work-related deaths in the healthcare and social assistance industry occur less frequently than other Hoosier industries. However, in 2009 six workers in this industry were killed while working.

Event: In Tippecanoe County on July 29, 2009, at approximately 8 a.m., a 51-year-old hospital mechanic was discovered unresponsive by co-workers. The mechanic was lying against a wall of the facility’s nitrous oxide room. Attempts were made by several hospital personnel to revive the worker; however, he was pronounced dead shortly thereafter. The employee died from asphyxiation.

Lessons Learned: To reduce the likelihood of and prevent similar incidents from occurring in the future, employers and employees should:

- Limit access to nitrous oxide storage areas and other potentially dangerous chemicals to only trained and qualified employees.
- Prepare a written monitoring and maintenance plan for each

facility, room or area that has nitrous oxide and other hazardous chemicals and gases. The written plan must include monitoring activity for leaks, personal air and environmental (room or facility).

- Train employees to recognize the safety and health hazards associated with each job, task and worksite. Guidelines for nitrous oxide workers are available online by clicking [here](#).
- Workers who may be exposed to chemical hazards should be monitored in a systematic program of medical surveillance that is intended to prevent occupational injury, illness and disease.
- Emphasize early detection of adverse health effects. Refer workers for diagnosis and treatment as necessary.
- Investigate all near-miss incidents, as well as perform root cause analysis (RCA).
- Foster a culture of workplace safety and health, and hold yourself accountable for your employees’ understanding and following of all written safety and health policies, rules, procedures and regulations.



You Asked, We Answered - First Aid & CPR-Trained Employees

Am I required to have employees trained in first aid?

At a minimum, first aid must be available within three to four minutes of an emergency. Worksites more than three to four minutes from an infirmary, clinic or hospital should have at least one first responder trained in first aid, cardiopulmonary resuscitation (CPR) and bloodborne pathogens. A trained first responder must be available on all shifts. Medical personnel should also be readily available for advice and consultation and develop written emergency medical procedures.

Who can provide first aid and CPR training? How often do employees need to be retrained?

Training for first aid is offered by the [American Heart Association](#), [American Red Cross](#), [National Safety Council](#) and other nationally recognized and private educational organizations. OSHA does not teach first aid courses or certify first aid training courses for instructors or trainees.

Training should be customized to meet the needs of the workplace. Some of the noted program elements may be optional for a particular plant or facility. On the other hand, unique conditions at a specific worksite may necessitate the addition of customized elements to the training program.

According to the American Heart Association, CPR and first aid certifications last for a period of two years. However, it may be necessary to refresh or retrain more frequently. Individuals trained in bloodborne pathogens should be retrained annually.

What OSHA standard references first aid?

OSHA's first aid standard is 29 CFR 1910.151. However, several other OSHA standards also reference CPR. Some OSHA standards that reference CPR include 29 CFR 1910.146 (permit required confined spaces) and 1910.269 (electric power generation, transmission and distribution) among many others.

What resources are available to employers regarding first aid and CPR?

To learn more about the requirements of first aid and CPR, please review the OSHA guide, Best Practices Guide: Fundamentals of a Workplace First Aid Program, online at www.osha.gov/Publications/OSHA3317first-aid.pdf.

For additional questions about first aid and CPR or worker safety and health in general, please email INSafe at insafe@dol.in.gov or phone at (317) 232-2688.

Paving the Way for a Safe and Healthy Workplace



Representatives from the IDOL; INDOT; and Maryland Heights, Missouri-based Fred Weber, Inc., met onsite in Bloomfield, Indiana, to sign a strategic occupational safety and health partnership for the I-69 project. (Submitted photo)

This two-year agreement marks the first heavy highway construction project partnership for the IDOL. "The I-69 project is a significant endeavor for Indiana," said IDOL Commissioner Lori Torres. "Worker safety is of the utmost importance at all times, and the I-69 project provides an opportunity for government, management and labor to share best practices for achieving superior worker safety and health."

IDOL's strategic partnership program moves away from traditional OSHA enforcement methods to embrace collaborative agreements and work cooperatively to address critical safety and health issues. Fred Weber, Inc., is required to submit a monthly progress report for safety-related activities, including worker injuries and illnesses, on this project.

One of the leading safety initiatives that will be taking place during the project is fall protection. "Falls are one of the four leading causes of death on construction sites," added Torres. To reduce the likelihood of worker injury or death from falls, Fred Weber, Inc., must require any construction activity six feet or more above the ground on this contract to use the appropriate fall-protection gear.

To learn about the IDOL's partnerships and alliances, please visit www.in.gov/dol/2387.htm. For more information about Fred Weber, Inc., please visit www.fredweberinc.com/. Information about INDOT is available online by visiting www.in.gov/indot.

Paving the way for worker safety and health excellence, representatives of the Indiana Department of Labor (IDOL); Indiana Department of Transportation (INDOT); and Missouri-based Fred Weber, Inc., met on June 29, 2011, to enter into a two-year strategic occupational safety and health partnership agreement. The partnership covers an 11-mile stretch of Interstate 69 (I-69), located in Bloomfield, Indiana.

SPOTLIGHTING BEST PRACTICES



Charlie Schneider is the Personnel, Safety and Loss Director for the City of Jasper. He is responsible for employee personnel records, safety training as well as administering risk management policies and practices for loss control and prevention. He is a member of International Public Management Association and the National Safety Council. He is past president of Indiana Municipal Personnel Administrators for Cities and Towns. In 2002, he was awarded the first-ever inaugural "Outstanding Safety Director" Award presented by the Indiana Public Employers' Plan. He has participated in numerous safety and health seminars throughout the state. In 2007, Governor Mitch Daniels awarded him the distinguished Governor's Workplace Safety Award for his achievements in education and outreach.

In 2003, the **City of Jasper** became the first employer in Indiana to be certified into the Indiana Safety and Health Achievement Recognition Program (INSHARP), and has continued, without interruption, to remain an active participant. As an INSHARP member, the City of Jasper remains committed to continue our partnership with the Indiana Department of Labor by proactively promoting the safety and health of all our employees.

Jasper's employee safety committee consists of conscientious, dedicated employees willing to give of their time to help protect their fellow employees. By improving workplace environments, the committee rallies around all **City of Jasper** employees in providing a safe and healthy workplace, striving to keep their co-workers out of harm's way.

During an employee safety committee brainstorming workshop, a new idea emerged that took the city's safety program to a new level. Realizing the city had acquired a major inventory investment in purchasing trenching and shoring equipment, the **Trench Recovery Assistance Program (TRAP)** was launched.

The purpose of the program is to provide assistance to the **Jasper Volunteer Fire Department (JVFD)**, and to the public sector, by delivering trenching and shoring protective system equipment to a location of a trench entrapment rescue operation. The scope of the program is designed to provide guidance to the **TRAP Support Team (TST)** and other personnel during a Jasper Police Department (JPD) dispatch call-out of a trench entrapment. The sole purpose of the **TST** is to immediately deliver trenching, shoring, and other equipment to the rescue operation location for usage by the **JVFD** rescue team.

TRAP support team members consist of City of Jasper employees who operate trenching, shoring and other specialized equipment that would be used in a rescue recovery. Team members are knowledgeable and trained in the use of city-owned

trenching and shoring equipment, and other specialized units for the recovery operation, such as a backhoe, sewer jet or heavy-duty trucks. Prior to participating in a trench recovery operation,

"The City of Jasper enjoys our alliance with INSafe, and looks forward to supporting the Indiana Department of Labor in workplace safety."

Charlie Schneider
Personnel/Safety/Loss Control Director
City of Jasper

employees receive extensive classroom and practical training in the use of trenching and shoring equipment, and other specialized recovery modules.

TRAP team leaders consist of full-time city employees who are employed at departments where trenching and shoring equipment is used and stored. Leaders are also members of the **JVFD**, or other designated employees who are highly skilled in the use of specialized equipment. When a trench entrapment 911 emergency call is received, the Jasper Police Department Telecommunications Center simultaneously dispatches the **JVFD** and the **TRAP** team to respond to the incident in which a person is trapped, injured, experiencing a medical emergency or is deceased in a trench or excavation.

Upon securing mobile ready trenching and shoring equipment from the multiple city departments, the **TRAP** team immediately responds with the equipment to the incident location. Commanding the rescue operation is the Jasper fire chief or incident commander. **TRAP** team members do not participate in the actual trench recovery segment of the rescue unless they are a member of the **JVFD** or are requested to assist by the Jasper fire chief or incident commander.

While unique in its mode of operation, **TRAP** can be mimicked and implemented within a short period of time. It is a program that protects employees at work, and at the same time, supports trench rescue recovery.



Jasper Fire Department holds a practical training event on the City's Trench Recovery Assistance Program (TRAP). TRAP was initially developed by the City of Jasper's employee safety committee. (Submitted photo)



Five Indiana Mine Rescue Teams Participate in Multi-state Competition

Don “Blink” McCorkle, Director - Indiana Bureau of Mines and Mine Safety

Fourteen mine rescue teams from Indiana, Kentucky and Illinois recently competed in the 23rd annual mine rescue competition hosted by the Indiana Mine Rescue Association. The Mine Rescue Association is a non-profit organization whose goal is the safety of miners nationwide. The contest was held at Vincennes University, located in Vincennes, Indiana. The goal of the contest is to hone in on the teams’ practiced response to real-life dangers that are encountered in underground mines.

Teams competed in a mock mine disaster on a field layout to test their skills at negotiating dangers found in the mines and rescuing trapped individuals. Tasks must be completed without endangering the lives of any of the mine rescue team members.

The tasks are daunting; however, the team who navigates through the mine disaster scenario with the least number of mistakes and the fastest time receives the first place trophy. The receipt of this trophy is not the highlight of the contest. The true meaning of the mine rescue contest is to train elite mine rescue teams to perform at their best under any circumstances or hazardous conditions they may encounter, while maintaining their personal safety and the safety of the team to accomplish the mission of rescue and recovery.

Mine rescue is a fraternity of members dedicated to a common goal—to *save and protect those who are in need at the time of a mine emergency*. The men and women who comprise any mine rescue team will put their life on the line for their fellow miners.

This year’s event was won by **Kentucky Coal Academy**, of Madisonville, Kentucky. Five Indiana mine rescue teams competed in the contest.

There are no losing teams in this event. The dedication and sacrifices these mine rescue teams put forth, not only in this contest but throughout our mining industry, humbles us. Each team, each coal miner and their families win. There is a saying in mine rescue that always holds true: *“Mine rescue is the most demanding work you will ever do, but by its very nature, it has to be.”*

To learn more about the Indiana Bureau of Mines and Mine Safety, please visit www.in.gov/dol/mines.htm. In addition, answers to many of the bureau’s Frequently Asked Questions (FAQs) are available online [here](#). To contact the Bureau of Mines and Mine Safety, please email mines@dol.in.gov.

Upcoming Training Opportunities

Child Labor Law Teleconferences: There are many opportunities for you to participate in our training, which we offer via teleconference so you don't lose productive time and can keep your employees on-site. These training opportunities are provided free of charge, though registration is required. To register for an upcoming teleconference, please email childlabor@dol.in.gov. Please include your name, e-mail address and the date and time of the training in which you wish to participate. If enrolling a group of individuals, please list the name of each attendee.

Date	Sponsor	Class*	Time
September 8, 2011	IDOL Bureau of Child Labor	Child Labor Laws (Teleconference)	10:00 a.m. & 1:00 p.m. EST
September 13, 2011	IDOL Bureau of Child Labor	Child Labor Laws (Teleconference)	10:00 a.m. & 1:00 p.m. EST
October 6, 2011	IDOL Bureau of Child Labor	Child Labor Laws (Teleconference)	10:00 a.m. & 1:00 p.m. EST
October 11, 2011	IDOL Bureau of Child Labor	Child Labor Laws (Teleconference)	10:00 a.m. & 1:00 p.m. EST

*Registration is required and will close 48 hours prior to the scheduled teleconference.

Workplace Safety and Health Training: For a listing of upcoming occupational safety and health-related training, please visit www.in.gov/dol/2431.htm.

(Please note: This is not a complete list of all occupational safety and health training provided throughout the State of Indiana.)

Recognizing Excellence

Recognizing Excellence spotlights Hoosier employers and their employees for their efforts in achieving status in either the Indiana Voluntary Protection Program (VPP) or Indiana Safety and Health Achievement Recognition Program (INSHARP). The Indiana Department of Labor congratulates the following employers and employees for their efforts to ensure Hoosier occupational safety and health. Additional information on INSHARP and VPP may be found online at www.in.gov/dol.

INSHARP

New: Ampacet Corporation (Terre Haute, IN)
ATI, Inc. (Mt. Vernon, IN)

Recertified: OFS Brands, Plant #9 (Huntingburg, IN)
OFS Brands, Plant #6 (Huntingburg, IN)
RKO Enterprises (Madison, IN)

VPP

New: Cintas Corporation, Location 366 (Frankfort, IN)

Recertified: First Vehicle Services (Fort Wayne, IN)
Logistics Services - Customer Fulfillment Center #2, #3 & #4 (Jasper & Santa Claus, IN)
Robert Bosch (Albion, IN)
Walgreens Return Center - Valparaiso (Valparaiso, IN)



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