OSHA “Internal Memo” Outlines Interim Triage Process To Deal With Increased Reporting of Fatalities and Injuries

By Jacqueline Bollas Caldwell, Esq.


Under the Internal Memo, OSHA will triage each report received into Categories 1, 2, or 3 to determine if an on-site inspection or a new “Rapid Response Investigation” should be used. All Category 1 reports are to be inspected (fatalities, hospitalization of two or more, repeat offender, hazard covered by emphasis program, imminent dangers, injury to minor). Category 2 reports may, at the area Director’s discretion, trigger on-site inspection. A Category 2 report generally exists if two or more of the following exist: employees still exposed to the hazard; incident from safety program failure (for example, lock out tag out); employee exposed to a serious hazard; temporary employee, other vulnerable employee at risk; referral from another government agency; employer has a prior OSHA inspection history, whistleblower complaint/inspection pending; participant in cooperative program; incident involves health issue.

For all reports not classified as Category 1 or 2, OSHA will conduct a Rapid Response Investigation (“RRI”). The RRI is similar to, but more involved than, the traditional “phone and fax.” In the RRI process, OSHA will request the employer investigate the incident and report on findings through a provided non-mandatory investigation tool, and to respond to OSHA within 5 days. This non-mandatory investigation tool asks questions that could raise significant liability concerns (for example, “If you were not following safety procedures, why not?”).

Continued next page
Employers should take care in responding in the RRI process. For example, rather than simply completing the enclosed “non-mandatory investigation tool,” it is preferable for the employer to continue to respond in the same fashion as to the phone and fax, describing the investigation it conducted, the results, and corrective actions, if any, taken.

The Interim Memo notes that responding to the letter issued by OSHA is not legally required; however, failure to provide a response is likely to result in OSHA conducting an on-site inspection. Employers can and should take steps to limit liability in connection with RRI responses.

For more information please contact Jacqueline Bollas Caldwell of Krugliak, Wilkins, Griffiths & Dougherty Co., L.P.A. at: 330-244-2864 or jcaldwell@kwgd.com.

NOTE: This general summary of the law should not be used to solve individual problems since slight changes in the fact situation may require a material variance in the applicable legal advice.

Important Dates to Remember

**Happening in June**

- To receive credit, all external training certificates must be submitted to the Stark County Safety Council Program Manager, Connie Cerny, no later than **June 30, 2015**
- FY16 season passes are now available.

**Happening in July**

- Semi-annual reports will be forwarded to all members on July 1st and must be completed and returned by **July 15, 2015**.
- The BWC announced recently they will continue the safety council rebate program for another fiscal year. The FY16 rebate period will be **begin July 1, 2015** and run through June 30, 2016.

Wishes Can Happen
Drop in Your Loose Change Each Month

In January 2015 the Stark County Safety Council launched a new community project. Donations for Wishes Can Happen will be collected each month and presented to them during their August “Wish-a Thon”.

Safety Council Officers & Contributing Members

**Chairman:** Chris Zabel (czabel@USSafetyGear.com)

**Vice Chair:** Mark Cush (mcush@youngtrucks.com)

**Newsletter Editor:** Jacqueline Bollas Caldwell (jcaldwell@kwgd.com)

**Program Manager & Canton Regional Chamber Representative:** Connie Cerny (connie@cantonchamber.org)

**Ohio BWC Representatives:**
Robin Watson (robin.w.1@bwc.state.oh.us) and Deb Bailey (Deborah.b.1@bwc.state.oh.us)
Question: Do you have any suggestions for designing Ergonomically Friendly workstations?

Answer: Here are some good guidelines to get started:

Design for adjustability from 95th % male – 5% female

<table>
<thead>
<tr>
<th>Measurement</th>
<th>95th percentile male</th>
<th>5th percentile female</th>
</tr>
</thead>
<tbody>
<tr>
<td>STATURE</td>
<td>77.8” (190.1 cm)</td>
<td>59.8” (151.9 cm)</td>
</tr>
<tr>
<td>EYE</td>
<td>70.2” (178.3 cm)</td>
<td>57” (145 cm)</td>
</tr>
<tr>
<td>SHOULDER</td>
<td>61.4” (156 cm)</td>
<td>48.8” (123.9 cm)</td>
</tr>
<tr>
<td>ELBOW</td>
<td>47.4” (120.4 cm)</td>
<td>37.6” (100.6 cm)</td>
</tr>
<tr>
<td>KNEE</td>
<td>24.1” (61.3 cm)</td>
<td>18.3” (46.5 cm)</td>
</tr>
</tbody>
</table>

95th percentile male (North American large male)

5th percentile female (North American small female)

Civil American and European Surface Anthropometry (CAESAR)

Integration of Human Factors in the Design Process: The Role for Plant and Process Technology, Process Safety, and Plant Technique

Standing Work

- **Precision**
  - 2-4 inches ABOVE standing elbow height – NOTE*

- **Light Work**
  - 4-6 inches BELOW standing elbow height

- **Heavy Work**
  - 6-14 inches BELOW standing elbow height

NOTE: Ideally precision work should be seated
Thousands of Ohio employers find value and workers’ compensation premium savings by actively participating in their local safety councils. The rebate offer excludes self-insuring employers and state agencies. Limitations apply to a professional employer organization and its clients. BWC encourages all employers to become active safety council members.

The BWC recently announced the Safety Council rebate will continue for FY 16. The following is a breakdown of potential rebates when an employer is an active member of a safety council.

- Employers meeting all safety council rebate eligibility requirements that are not enrolled in a group-rating program will earn a 2-percent participation rebate on their premium and the potential of an additional 2-percent performance bonus.

- Employers meeting all safety council rebate eligibility requirements that are also enrolled in a group-experience-rating program have the potential to earn a 2-percent performance bonus.

- Employers meeting all safety council rebate eligibility requirements that are also enrolled in a group-retrospective-rating program will earn a 2-percent participation rebate.

To earn a performance bonus, employers must reduce either the severity or frequency of injuries in their workplace by 10 percent or remain at zero.

Rebate eligibility requirements

To qualify for the BWC Safety Council rebate, you must meet the following eligibility requirements:

- Join your local safety council by July 31, 2015; you do not need to re-enroll if you are already a member
- Attend 10 safety council meetings*;
- Send a qualified senior-level manager to a safety council sponsored meeting;
- Submit semiannual workplace accident reports for the 2015 calendar year.

* At least eight meetings through the local safety council. You can get credit for up to two meetings through attendance at BWC’s safety training courses or industry-specific training.
“Tick Season is Here!”

By Randy Martin, Safety Director, The Beaver Excavating Company and SCSC Steering Committee member

With the recent hot weather the long cold winter already seems like a distant memory. One lasting effect is ticks. Typically ticks start coming out in early May, but this year reports of people with tick bites started in early April. The large packs of snow protected ticks insulating them from the cold. Beneath the snow ticks weren’t exposed to wind and the temperature was much more stable. Also, most tick species don’t freeze or can freeze without damage. All these things working together could lead to one of the worst tick seasons in a long time.

Ticks normally live in wooded areas, but they are moving into more urban areas. Homes are being built closer to wooded areas. Ticks can travel on animals such as dogs, cats, mice, rats, birds and deer. Once in the urban areas they can live in landscaping and even leaf litter.

The best protection against ticks is prevention. Wearing long sleeves and pants helps keep ticks from getting onto your skin. Light colored clothing makes seeing ticks easier. Using an insect repellent containing at least 20% DEET helps discourage ticks. Once back indoors thoroughly check your skin for ticks and shower/bathe as soon as possible. Wash clothes and dry in a hot dryer.

Ticks can carry almost a dozen different diseases, including Lyme disease. These diseases have different signs and symptoms. Watch tick bites for any signs of infection. Seek medical help immediately if you suspect any type of infection. If you do find a tick on you use tweezers to remove it. Pull it straight out without squeezing it otherwise you could be squeezing the bacteria into your body.
Congratulations Stark County Safety Council Members!

Congratulations! YOUR Stark County Safety Council was named the #2 Safety Council in Ohio. This could not be achieved if it weren’t for the wonderful members who remain dedicated to the safety and protection of their employees.

The Stark County Safety Council has been recognized as one the top five councils out of more than 80 in the State of Ohio for the past nine years, honored for it’s excellent programming.

The mission of the Stark County Safety Council is to provide a forum for workplace safety and health and wellness information, education and networking.

Thank you for your continued dedication to workplace safety and support of the Stark County Safety Council.

A special thanks to the members of the SCSC Steering Committee who volunteer their time and provide their expertise to make us one of the top Safety Councils in Ohio.

Class Schedule (North Canton)
339 E. Maple St. Suite 200
North Canton, OH 44720
Register at bwclearningcenter.com

Confined Space Assessment and Work—June 9—8:30 a.m.-4:30 p.m.

Measuring Safety Performance—June 18—8:30 a.m.-4:30 p.m.