



# SAFETY VISIONS



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## How to Report an Injury to OSHA

According to the Occupational Safety and Health Administration (OSHA), employers are required to report a fatality, in-patient hospitalization, amputation, or loss of an eye directly to OSHA, within a specific time frame.

Employers have eight hours to notify OSHA of the death of any employee, as a result of a work-related incident. Employers have 24 hours to notify OSHA of any employee hospitalization, amputation, or loss of an eye, as a result of a work-related incident.

No matter how you decide to make a report, be prepared to provide: business name, names of employees affected, location and time of the incident, brief description of the incident, contact person, and phone number.

**For more information**, contact Jim Saulters at (513) 858-5022, option 6, or [Jim.Saulters@sedgwick.com](mailto:Jim.Saulters@sedgwick.com).

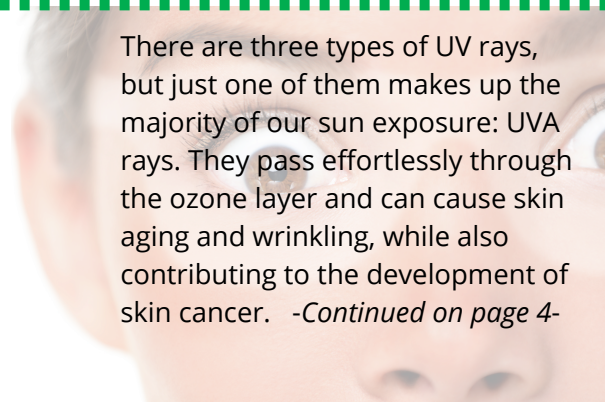
### There are several ways to report a fatality, hospitalization, amputation, or loss of an eye to OSHA:

-  In person at the OSHA area office nearest to the site of the incident
-  By telephone through OSHA's toll-free telephone number at **1-800-321-6742**
-  By electronic submission, or through File A Complaint on OSHA.gov.

## TIPS ON PROPER PROTECTION AGAINST THE SUN'S UV RAYS

We all need some sun exposure as it is our primary source of vitamin D, which helps us absorb calcium for stronger, healthier bones. However, sunlight also contains ultraviolet (UV) rays that can cause damage to the body. Protecting oneself against too much exposure is necessary even if a short time is being spent outside.

There are three types of UV rays, but just one of them makes up the majority of our sun exposure: UVA rays. They pass effortlessly through the ozone layer and can cause skin aging and wrinkling, while also contributing to the development of skin cancer. *-Continued on page 4-*





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## When do your Employees Need First Aid/CPR Training?

The Occupational Safety and Health Administration (OSHA) requires businesses to provide its employees with first aid and CPR training when their business is not located by a nearby clinic or hospital. Trained and designated first-aid responders must be provided at each work location that is not "near proximity" to medical assistance. Proximity would be a response time of five minutes or less for local EMS. OSHA recognizes that a longer response time of up to 15 minutes may be reasonable in workplaces, such as offices, where there is a less likely possibility of such severe work-related injuries. The industries where OSHA requires CPR certification for some workers include logging, electrical, dive teams, and confined spaces. For industries that do not fall under those categories, worker CPR certification is not required, but it is highly recommended.

## HOW TO CALCULATE YOUR TRIR & DART RATES

Maintaining accuracy in your Total Recordable Incident Rate (TRIR) and Days Away, Restricted or Transferred (DART) rates are critical, and the consequences of errors can be far-reaching. For instance, an incorrect TRIR or DART rate could misrepresent a company's safety performance. So, how exactly should these rates be calculated?

### To calculate your TRIR:

**$(\text{Total number of injuries and illnesses} \times 200,000) \div \text{Number of hours worked by all employees}$**

1. Find the number of incidents recordable to the Occupational Safety and Health Administration (OSHA) in a given year, by counting the number of line entries on your OSHA Form 300.
2. Calculate the total hours all employees worked in the given year (this is found on your OSHA 300A).

\*The 200,000 figure in the formula represents the number of hours 100 employees working 40 hours per week, 50 weeks per year would work, and provides the standard base for calculation incidence rates.

### To calculate your DART:

**$[(\text{DAFW} + \text{RWA} + \text{TAW}) \times 200,000] \div \text{Number of hours worked by all employees}$**

1. Find the number of injuries and illnesses that involved days away from work (DAFW), Restricted Work Activity (RWA), and Transfer to Another Job (TAW). These are found by counting the number of line entries on your OSHA Form 300 that received a check mark in columns (H) and (I).
2. Calculate the total hours all employees worked in the given year (this is found on your OSHA 300A.)

Both TRIR and DART rates are important calculations and it's good to understand the difference. DART looks at the number of workplace injuries and illnesses that resulted in employees missing work, having restricted work activities, or resulting in them transferring to another job. TRIR looks at the number of recordable incidents per 100 full-time employees.

**For more information, contact Jim Saulters, at (513) 858-5022 or [Jim.Saulters@sedgwick.com](mailto:Jim.Saulters@sedgwick.com).**



**It is a good practice to properly maintain your lawn mower or string trimmer to give you the best grass cut. It is also important to have appropriate safety guards for yourself and on the equipment to make sure that you are unscathed.**

There are many types of Personal Protective Equipment (PPE) that need to be considered when performing lawn care activities:

- **Lower Body Protection** - Wear long pants and sturdy, non-slip boots, to protect your legs and feet from objects that are thrown from the mower. Never wear sandals or tennis shoes, which can easily be severed if caught under the mower deck or in the trimmer's cutting swath.
- **Face Protection** - Safety glasses should be worn at all times unless operating equipment is in an enclosed cab. In addition, if operating a string or a brush trimmer, a face shield should be used along with safety glasses to protect your face from flying debris.
- **Hearing Protection** - The average lawn mower produces noise of over 100 decibels, well above what the Occupational Safety and Health Administration (OSHA) considers to be safe for a worker to be exposed to for an 8-hour shift. Even if the work is short in duration, hearing protection should always be used if any of the following applies:
  - You have to raise your voice significantly to be heard by someone three feet away.
  - After finishing the work, your ears feel plugged, or you hear a mild ringing or whooshing noise that goes away after an hour or two. Both earplugs and earmuffs often must be worn at the same time to reduce sound levels to appropriate levels for the operator.

Always be sure to check the operator's manual for the location of guards and safety shields on the equipment you are using. Also do a pre-start inspection to make sure none of them have been removed or inactivated. When using push mowers, there are a few different guards that need to be present:

- **Chute Guard** - In the area where the grass clippings are ejected, there typically is a plastic guard in-place. It is there to protect the operator from being able to get too close to the spinning blades underneath and should never be removed.
- **Rear Guard** - This guard, which often drags behind the back of the mower deck, is also in-place to prevent exposure of the worker's feet to the spinning blades underneath. Additionally, it is there to protect the worker from rocks, glass and other sharp debris that can be ejected from the rear of the mower.
- **Safety Shut-Off** - Often, this is a bar that must be held in conjunction with the push bar of the mower to keep it running. If released, the mower will automatically shut off. This shut-off must not be disabled by permanently holding it in-place so that the worker does not have to. In the case where the worker slips towards the mower in wet grass, for example, this safety device will be essential in shutting off the equipment before a foot or a hand can come into contact with the moving blade.

Riding mowers and string trimmers also have safety guards of their own. Riding mowers have a discharge chute to protect the worker from getting anywhere near a spinning blade. They also typically come equipped with a seat switch that will shut off the tractor if it senses that the rider has risen from the seat. As a general safety rule, workers should never dismount a tractor that continues to run, whether or not the blades are engaged. Many amputations and fatalities have occurred due to workers getting too close to a spinning blade or, even worse, getting in front of a machine that suddenly kicks into gear.

String trimmers typically will come with a guard just above the string or cutting blade. Since debris can fly in many different directions as this type of device is operated, PPE, as listed above, should be worn by the worker and the necessary guarding must be left in-place on the trimmer itself.

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## Tips on Proper Protection Against the Sun's UV Rays

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By taking the proper precautions, you can protect yourself from harmful UV rays. Here are a few tips to follow:

- Consistently use sunscreen with an SPF of 30 or greater whenever you are out in the sun, reapplying it throughout the day
- Purchase and wear sunglasses that are labeled to block out 99 to 100 percent of the UVA and UVB rays;
- Wear a hat to protect the neck, ears and face;
- Limit UV light exposure time during the hottest part of the day, between 10 a.m. and 4 p.m.;
- Check the daily UV index. Be especially careful about UV exposure when the index is high;
- Ensure your clothes will screen out the harmful UV rays by placing your hand inside the garment and making sure you cannot see it through the material; and,
- Double check medications you are taking (including any over-the-counter medications), as some medications increase the skin's sensitivity to UV rays.



Remember that even on cloudy, cool, or overcast days, UV rays travel through the clouds and can still cause sunburn and skin damage. Since sun's damage is cumulative, this damage may not be apparent today, but the effects may appear months, or even years down the road.

For more information, please contact Jim Saulters at (513) 858-5022 or by email at [Jim.Saulters@sedgwick.com](mailto:Jim.Saulters@sedgwick.com).

## Safety Services Offered by the Division of Safety and Hygiene

The mission of the Ohio Bureau of Workers' Compensation's Division of Safety and Hygiene (DS&H) is to maintain a healthy, productive, and competitive workforce in Ohio. A portion of employer premiums are used to fund the DS&H, which offers a variety of safety resources, including:

- Safety programs offering rebates on workers' compensation premiums
- Safety courses
- The Ohio Safety Congress & Expo, the largest safety event in the Midwest
- Safety consultation services, including the Occupational Safety and Health Administration (OSHA) On-Site Consultation Program
- Ergonomics and industrial hygiene consultation services
- Safety grants providing assistance to improve safety conditions and
- Library services, such as books, magazines, research materials, and safety videos



For additional information on the resources provided by the DS&H, go to [www.bwc.ohio.gov](http://www.bwc.ohio.gov) and click on "Safety & Training".