





Collaborative Bachelor's Degree Program of Fire Protection and Safety Engineering Technology between Southwest Jiaotong University and Oklahoma State University, U.S.A.






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FPST 3013 Safety Management

Injury Recordkeeping Rules – Part 2

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Training Institute
Education Centers

Oklahoma State
University

INJURY AND ILLNESS REPORTING AND RECORDKEEPING

OSHA #7845 Recordkeeping Rule Seminar



Office Of
PROFESSIONAL DEVELOPMENT
College of Engineering, Architecture & Technology
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Did the employee **experience an injury or illness?**

Is the injury or illness **work-related?**

Is the injury or illness **a new case?**

Does the injury or illness **meet the general criteria**
or the application to specific cases?

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Step 4:
Does the injury or illness **meet the general criteria**
or the application to specific cases?

General Recording Criteria 1904.7

An injury or illness is recordable if it results in one or more
of the following:

- Death
- Loss of consciousness
- Days away from work
- Transfer to another job
- Significant injury or illness diagnosed by a PLHCP
- Restricted work activity
- Medical treatment beyond first aid

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1904.7(b)(5) – Medical Treatment

- ◆ Medical treatment is the management and care of a patient to combat disease or disorder.
- ◆ It does not include:
 - ~ Visits to a PLHCP solely for observation or counseling
 - ~ Diagnostic procedures
 - ~ First aid



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1904.7(b)(5) – First Aid

- | | |
|---|--|
| ◆ Using nonRx medication at nonRx strength | ◆ Drilling of fingernail or toenail, draining fluid from blister |
| ◆ Tetanus shots | ◆ Eye patches |
| ◆ Cleaning, flushing, or soaking surface wounds | ◆ Removing foreign bodies from eye using irrigation or cotton swab |
| ◆ Wound coverings, butterfly bandages, Steri-Strips | ◆ Removing splinters or foreign material from areas other than the eye by irrigation, tweezers, cotton swabs or other simple means |
| ◆ Hot or cold therapy | ◆ Finger guards |
| ◆ Non-rigid means of support (ace bandage) | ◆ Massages |
| ◆ Temporary immobilization device used to transport accident victims (C-collar) | ◆ Drinking fluids for relief of heat stress |

If its **not** on this list, it is **medical treatment** and therefore - **RECORDABLE**

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1904.7(b)(6) -
Loss of Consciousness

- ◆ All work-related cases involving loss of consciousness must be recorded



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First Aid Or Medical Treatment?

- ◆ Applying a Band-Aid to a cut
- ◆ Applying a butterfly to a cut
- ◆ Applying Derma-bond to a cut
- ◆ Second or subsequent hot and cold soaks for a sore muscle
- ◆ Physician directing employee to take 800mg of Advil when they get home
- ◆ One time administration of prescription pain medication to alleviate minor discomfort
- ◆ One time chiropractic adjustment
- ◆ X-ray of arm to determine if it is fractured
- ◆ Employee is sent to ER for apparent broken index finger. Xrays reveal the 1st joint is jammed and the doctor manipulates the joint back in to position with little or no effort and no pain to the employee. The employee is released to full duty immediately and advised to take TOC pain meds if needed.

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10/6/2009 OSHA LOI

- ◆ Scenario: An employee felt something in his eye and reported the incident to plant security. The eye was flushed and it was noted that there was a speck of foreign material in the employee's eye. The employee went to the emergency room and the treating physician removed the foreign object with a wetted swab. The physician determined that object was not on the cornea long enough to leave a scratch and thought the employee would have no symptoms of infection the following day. The physician did however issue a prescription for Gentamicin ophthalmic solution with instruction to only fill and use the prescription if the eye was not symptom free the following day.
- ◆ The following day, the employee reported to work and was seen by the plant's registered nurse who confirmed that the eye was free of infection. The prescription was not filled and the employee returned to regular work. The prescription issued was precautionary and was not needed. Must this case be recorded?
- ◆ Response: The case is recordable regardless of whether the medication was given solely as a preventive measure. In the preamble to the final recordkeeping rule, OSHA specifically addressed the use of prescription antibiotics for prophylactic reasons. The agency concluded that all prescription medications should be considered medical treatment because they are powerful substances that can only be prescribed by a licensed health care professional.

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[illegible]

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1904.7(b)(3) - Days Away Cases

- ◆ One or more days away from work
- ◆ Does not include day of injury/illness
- ◆ Count the number of calendar days
- ◆ Cap day count at 180 days
- ◆ Stop Counting
 - ~ employee leaves company
 - ~ Returns to work
- ◆ Must follow medical opinion



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[illegible]

1904.7(b)(4) - Restricted Work Cases

- ◆ One or more days of restricted work or job transfer
- ◆ Do not include the day of injury/illness



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1904.7(b)(4) - Restricted Work Cases

- ◆ Restricted work activity exists if the employee is:
 - ~ Unable to work the full workday he or she would otherwise have been scheduled to work; or
 - ~ Unable to perform one or more routine job functions
- ◆ An employee's routine job functions are those activities the employee regularly performs at least once per week

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1904.7(b)(4) – Restricted Work

- ◆ A case is not recordable under 1904.7(b)(4) as a restricted work case if:
 - ~ the employee experiences minor musculoskeletal discomfort,
 - ~ the employee is fully able to perform all of his or her routine job functions, and
 - ~ assigned a work restriction to prevent a more serious condition from developing

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1904.7(b)(4) – Job Transfer

- ◆ Job transfer
 - ~ An injured or ill employee is assigned to a job other than his or her regular job for part of the day
 - ~ A case is recordable if the injured or ill employee performs his or her routine job duties for part of a day and is assigned to another job for the rest of the day



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If a PLHCP prescribes it, record it.

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How would you record this?

- ◆ Employee is injured on a Saturday but did not report it. He was not scheduled to work Sunday. He reported the injury when he arrived to work Monday morning. After working for six hours, the employee sought medical treatment at an emergency room. The doctor sent the employee home for the remainder of Monday's shift and released the employee to return to restricted work on Tuesday. Tuesday morning the employee called his supervisor and said he was still in a lot of pain and used a vacation day to stay home. The employee returned to full normal duty work Wednesday.
 - ~ Lost workday case? If so, how many days?
 - ~ Restricted duty case? If so, how many days?
 - ~ Other recordable case?
 - ~ Not recordable due to late report

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1904.7(b)(7) – Significant Diagnosed Injury or Illness

- ◆ The following work-related conditions must always be recorded at the time of diagnosis by a PLHCP:
 - ~ Cancer
 - ~ Chronic irreversible disease
 - ~ Punctured eardrum
 - ~ Fractured or cracked bone

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1904.8 – Bloodborne Pathogens

- ◆ All work-related needlesticks
- ◆ Cuts from sharp objects contaminated with human body fluid
- ◆ Splashes or other exposures if it results in a bloodborne disease or meets the general recording criteria.