



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



FPST 3013
Safety Management

Injury Recordkeeping Rules – Part 4

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Recap



- ◆ Covered employees
 - ~ Is the injury or illness a new case?
- ◆ Covered employers
 - ~ Does the injury or illness meet the general criteria or the application to a specific case?
- ◆ Multiple businesses
 - ~ Record the injury or illness
- ◆ Contractors
 - ◆ Work environment
- ◆ Scope exemptions
 - ◆ Exemptions
- ◆ Recording criteria
 - ◆ Significant aggravation
- ◆ Three items...Five step process
 - ◆ PLHCP
 - ~ Did the employee experience an injury or illness?
 - ~ Is the injury or illness work related?

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Recap



- ◆ General recording criteria
 - ~ Fatality
 - ~ Loss of consciousness
 - ~ Days away from work
 - ~ Transfer to another job
 - ~ Significant injury or illness
 - ~ Restricted work activity
 - ~ Medical treatment beyond first aid
- ◆ First aid list: 14 items
- ◆ Forms
 - ~ 300
 - ~ 301
 - ~ 300A
- ◆ Counting lost work and restricted days
- ◆ Calculating Incident rates
 - ~ NAICS
- ◆ Hearing loss
 - ~ STS; and
 - ~ Average hearing level above 25 dB
- ◆ Reporting
 - ~ Within eight hours
 - Fatality
 - ~ Within 24 hours
 - Amputation, hospitalization (not diagnosis or observation), Loss of an eye

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Recordable?



On Monday while working on his equipment, Larry smashes his thumb causing a contusion and a laceration. He goes to the health unit where the nurse cleans the wound then wraps it with gauze. He returns to work.

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Recordable?



On Monday while working on his equipment, Larry smashes his thumb causing a contusion and a laceration. He goes to the health unit where the nurse cleans the wound, wraps it with gauze, then sends him to the emergency room.

5



Recordable?



On Monday while working on his equipment, Larry smashes his thumb causing a contusion and a laceration. He goes to the health unit where the nurse cleans the wound, wraps it with gauze, then sends him to the emergency room. However, while he is at the emergency room an x-ray is taken of the thumb and he is given a tetanus shot.

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Recordable?



On Monday while working on his equipment, Larry smashes his thumb causing a contusion and a laceration. He goes to the health unit where the nurse cleans the wound, wraps it with gauze, then sends him to the emergency room. However, while he is at the emergency room an x-ray is taken of the thumb. The x-ray proves to be negative (no fracture) and he returns to work without restrictions.

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Recordable?



Employee strains shoulder picking up a box, goes to the doctor and receives a prescription for Lortab. The employee does not fill or take the prescription and has no other restrictions.

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Recordable?



Machining employee lacerates her arm and nurse says it does not need sutures but places steri-strips to "help keep the wound clean".

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Recordable?



Employee is working with a stuck wrench. While trying to remove the wrench it pops up and hits him in the mouth chipping his tooth.

10



Recordable?



Employee is in cafeteria and is walking to a table, steps on a pickle, slips and blows out his knee. He has surgery and 3 months of lost time.

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Recordable?



Employee reports an incident on Friday, 10 days after it occurred. He goes to a doctor and is put off work for the remainder of Friday. He goes on weekend break and returns the following Monday to normal duty.

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Recordable?



Employee reports abdominal pain and sees his doctor. The employee misses Friday due to waiting for a diagnosis from his doctor.

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Recordable?



An employee is placed on light duty due to a lacerated eyeball. Two employees were standing outside the building when one of the employee's eyeball was struck by a "flip top" from a can that was thumped through the air by the other employee.

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Recordable?



Safety Manager drops his pencil on the floor in his office. He bends over to pick it up and his back goes out. He is put on bed rest for one week.

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Recordable?



Employee has a contusion to his arm and has x-rays taken. The x-rays can't be properly read due to swelling in his arm. The Dr. puts employee off work for two days until a certified radiologist can read the x-rays. After missing two days of work, the radiologist concludes there is no fracture and the employee returns to work.

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Recordable?



Individual has a minor laceration to his finger, gets on the rear of a cart to ride to the health unit. While in transit, looks down, sees his own blood, faints, and hits his head on the ground resulting in a laceration requiring sutures.

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Recordable?



Medical history shows an employee dislocated his shoulder 15 years ago due to a motorcycle accident. The shoulder dislocates again while the employee is tightening a bolt with a cheater bar and the employee is placed on light duty.

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Recordable?



Monday morning, an employee strains his shoulder lifting a tire and is put on light duty for the next 3 days by his doctor. When he returns to the plant from the doctor's office, he schedules the next three days for vacation and never works light duty.

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Recordable?



Employee is on light duty (which was recorded) for a previous occupational shoulder injury that occurred last week. Her light duty task is to deliver mail in the plant. While stepping off the cart she sprains her ankle and receives additional restrictions that prohibit her from continuing her mail duties, but allow her to photocopy training manuals.

20



Recordable?



First day back from weekend break, an employee reports something in his eye 10 minutes after shift starts. Upon being examined by a doctor at 9:00 AM, a piece of metal is found to be embedded in the eye. The doctor also notes that a rust ring is present that he has to clean out.

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Recordable?



A Masker (2 months of service) reports to the health unit with numbness in her thumb, index and middle finger. She sees doctor and is diagnosed with Carpal Tunnel Syndrome.

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Recordable?



An employee strains her back on the last day before a production down break. She is put off work until the production startup.

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Assignment 3 – OSHA Recordkeeping

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