# 1 Work Relatedness – Working Hours

- Scenario: During his lunch break, employee walks to his car in the company parking lot to pick up his sandwich. While exiting his truck, he falls from the vehicle and breaks his ankle. Is this incident recordable?

- Answer: Yes. Lunch breaks are considered assigned working hours and the parking lot is considered part of the establishment, therefore exemption below does not apply.

  1904.5(b)(2)(v) If the injury or illness is solely the result of an employee doing personal tasks (unrelated to their employment at the establishment outside of the employee’s assigned working hours) – injury would not be recordable.
# 2 Work Relatedness – Self Inflicted Injury

- **Scenario:** An employee is present for a company announcement in the break room. Upon hearing that cutbacks in hours will affect his job, he punches the wall, fracturing his wrist. Is this recordable?

- **Answer:** Yes. One would assume that the employee did not intend to injure himself, although the injury was self inflicted. The exemption below does not apply:

  1904.5(b)(2)(vi) The injury or illness is solely the result of personal grooming, self medication for a non-work-related condition, or is intentionally self-inflicted.
# 3 Work Relatedness – Work Environment

- **Scenario:** Two employees are in the locker room changing clothes towards the end of their shift when an argument breaks out escalating into a fight causing one of the men to suffer a laceration requiring 3 sutures. Is this incident recordable?

- **Answer:** Yes. The locker room is considered a part of the work environment.

1904.5(b)(1) Where one or more employees are present or working as a condition of employment, work relatedness applies. Violence and horseplay are not on the list of exemptions in section 1904.5(b)(2).
# 4 Work Relatedness – Employee Participation

- **Scenario:** Employee signs up to play in a company golf outing. He suffers a shoulder injury while hitting a bunker shot and is unable to finish playing. Upon a medical evaluation, he tears his rotator cuff and will need surgery. Is this recordable?

- **Answer:** No. The employee chose to play in the golf outing, therefore the exemption below applies.

  — 1904.5(b)(2)(iii) The injury or illness is not recordable if it results solely from voluntary participation in a wellness program or in flu shot, exercise class, racquetball, or baseball.
# 5 Work Relatedness – Vehicle Accident

- **Scenario:** Employee drives her vehicle to work from home. As she enters the company parking lot, her vehicle is struck by a visitor’s vehicle exiting the company parking log. She suffers a fractured leg. Is this recordable?

- **Answer:** No. The employee was commuting to work, therefore the exemption below applies.

  — 1904.5(b)(2)(ii) The injury or illness is not recordable if caused by a motor vehicle accident and occurs on a company parking lot or company access road while the employee is **commuting to or from work**.
1904.5(b)(2) You are not required to record injuries and illnesses if ...

(i) At the time of the injury or illness, the employee was present in the work environment as a member of the general public rather than as an employee.

(ii) The injury or illness involves signs or symptoms that surface at work but result solely from a non-work-related event or exposure that occurs outside the work environment.

(iii) The injury or illness results solely from voluntary participation in a wellness program or in flu shot, exercise class, racquetball, or baseball.

(iv) The injury or illness is solely the result of an employee eating, drinking, or preparing food or drink for personal consumption (whether bought on the employer's premises or brought in). For example, if the employee is injured by choking on a sandwich while in the employer's establishment, the case would not be considered work-related.

Note: If the employee is made ill by ingesting food contaminated by workplace contaminants (such as lead), or gets food poisoning from food supplied by the employer, the case would be considered work-related.
1904.5(b)(2) You are not required to record injuries and illnesses if ...

(v) The injury or illness is solely the result of an employee doing personal tasks (unrelated to their employment) at the establishment outside of the employee's assigned working hours.

(vi) The injury or illness is solely the result of personal grooming, self medication for a non-work-related condition, or is intentionally self-inflicted.

(vii) The injury or illness is caused by a motor vehicle accident and occurs on a company parking lot or company access road while the employee is commuting to or from work.

(viii) The illness is the common cold or flu (Note: contagious diseases such as tuberculosis, brucellosis, hepatitis A, or plague are considered work-related if the employee is infected at work).

(ix) The illness is a mental illness. Mental illness will not be considered work-related unless the employee voluntarily provides the employer with an opinion from a physician or other licensed health care professional with appropriate training and experience (psychiatrist, psychologist, psychiatric nurse practitioner, etc.) stating that the employee has a mental illness that is work-related.
# 6 Loss of Consciousness

- Scenario: Employee is walking under a conveyor belt when a piece of metal falls down and strikes him on his hard hat, knocking him down to the ground. From witness statements, he’s observed to be “out” for about 10 seconds before being assisted in getting up. The injured employee proclaims he’s fine and does not need any medical attention. Is this recordable?

- Answer: Yes.

  — 1904.5(b)(6)(ii) You must record a work-related injury or illness if the worker becomes unconscious, regardless of the length of time the employee remains unconscious.
• Scenario: An employee suffers a splinter from a wooden handrail. He and first aid responders can not remove it and because it is bothersome, he goes to the clinic where it is removed and an antibiotic is prescribed to prevent a possible infection. The employee does not get the medication filled and does not need further medical follow up. Is this recordable?

• Answer: Yes.

— 1904.5(b)(5)(i) Any prescription strength medication issued by a physician is considered medical treatment beyond first aid. The incident is recordable regardless whether or not the prescription is filled or taken as intended.
# 8 Diagnostic Procedures

- **Scenario:** An employee suffers a sprained ankle while exiting a loader. The X-ray taken at the clinic is negative, the ankle is wrapped with ACE bandage, and the employee returns to work without prescriptions or work restrictions. Is this recordable?

- **Answer:** No

  - 1904.7(b)(5)(i)(B) Medical treatment does not include diagnostic procedures such as x-rays and blood tests, including the administration of prescription medications used solely for diagnostic purposes (e.g., eye drops to dilate pupils)
# 9 Routine Job/Work Restrictions

- **Question:** If you or a physician recommends a work restriction, is the injury or illness automatically recordable as a "restricted work" case?

- **Answer:** No

1904.7(b)(4)(iv) A recommended work restriction is recordable only if it affects one or more of the employee's routine job functions. To determine whether this is the case, you must evaluate the restriction in light of the routine functions of the injured or ill employee's job. If the restriction from you or the physician keeps the employee from **performing one or more of his or her routine job functions**, or from **working the full workday** the injured or ill employee would otherwise have worked, the employee's work has been restricted and you must record the case.
# 10 Medical Treatment - Splints

- **Scenario:** Employee suffers a painful wrist sprain from a work related accident. Upon a visit to the clinic, an X ray reveals no fractures. He is given a rigid wrist splint by the attending physician to wear at work (with full duty release) to protect the wrist. Is this recordable?

- **Answer:** Yes

1904.7(b)(5)(i)(C)(ii)(f) Using any non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts, etc. is considered first aid. Devices with rigid stays or other systems designed to **immobilize** parts of the body are considered medical treatment for recordkeeping purposes, therefore recordable.
11 Medical Treatment – Prescriptions

Question: Which of the following medications is prescription strength and therefore recordable if issued by a physician:

a) Ibuprofen (Advil) at 200 mg administered dose
b) Diphenhydramine (Benadryl) at 25 mg administered dose
c) Naproxen Sodium (Aleve) at 500 mg administered dose

1904.7(b)(5)(i)(C)(ii)(a) The prescription strength of such medications is determined by the measured quantity of the therapeutic agent to be taken at one time, i.e., a single dose. The single dosages that are considered prescription strength for three common over-the-counter drugs are:

• Ibuprofen (such as Advil™) - Greater than 467 mg
• Diphenhydramine (such as Benadryl™) - Greater than 50 mg
• Naproxen Sodium (such as Aleve™) - Greater than 220 mg

Answer: C
“First Aid” measures does not constitute a Recordable Injury.

For the purposes of Part 1904, “First Aid" means the following:

a. Using a non-prescription medication at nonprescription strength (for medications available in both prescription and non-prescription form, a recommendation by a physician or other licensed health care professional to use a non-prescription medication at prescription strength is considered medical treatment for recordkeeping purposes);
b. Administering tetanus immunizations (other immunizations, such as Hepatitis B vaccine or rabies vaccine, are considered medical treatment);
c. Cleaning, flushing or soaking wounds on the surface of the skin;
d. Using wound coverings such as bandages, Band-AidsTM, gauze pads, etc.; or using butterfly bandages or Steri-StripsTM (other wound closing devices such as sutures, staples, etc., are considered medical treatment);
e. Using hot or cold therapy;
f. Using any non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts, etc. (devices with rigid stays or other systems designed to immobilize parts of the body are considered medical treatment for recordkeeping purposes);
g. Using temporary immobilization devices while transporting an accident victim (e.g., splints, slings, neck collars, back boards, etc.).
h. Drilling of a fingernail or toenail to relieve pressure, or draining fluid from a blister;
i. Using eye patches;
j. Removing foreign bodies from the eye using only irrigation or a cotton swab;
k. Removing splinters or foreign material from areas other than the eye by irrigation, tweezers, cotton swabs or other simple means;
l. Using finger guards;
m. Using massages (physical therapy or chiropractic treatment are considered medical treatment for recordkeeping purposes);
n. Drinking fluids for relief of heat stress.
# 12 Transferred Case

- **Scenario:** Employee is injured on Mon, March 1\textsuperscript{st}. Your company doctor determines that the injured employee can not perform his regular job and is transferred to perform another job while he recovers. On Fri, March 5\textsuperscript{th} your company decides to move the employee into the new (transferred) job permanently. On Tue, March 30\textsuperscript{th}, the employee is released to full duty (no restrictions) but maintains employment in new role. How many restricted/transferred days do you put on the 300 log?

- **Answer:** 4 (March 2\textsuperscript{nd} – 5\textsuperscript{th} count)

1904.7(b)(7)(xi) If you permanently assign the injured or ill employee to a job that has been modified or permanently changed in a manner that eliminates the routine functions the employee was restricted from performing, you may stop the day count when the modification or change is made permanent.
# 13 Days Away From Work Case

- **Scenario:** Employee is injured on the morning of June 1\(^{st}\) (Fri). He is seen by a physician and instructed to be off work until Mon, June 11\(^{th}\). He typically works M-F, 8-5. How many Days Away From Work (DAFW) do you record on the 300 log?

- **Answer:** 9 (June 2\(^{nd}\) – 10\(^{th}\) count)

  1904.7(b)(3)(i) Employer is not to count the day of the injury or illness as a day away, but is to begin counting days away on the following day. Thus, even though an injury or illness may result in some loss of time on the day of the injurious event or exposure because, for example, the employee seeks treatment or is sent home, the case is not considered a days-away-from-work case unless the employee does not work on at least one subsequent day because of the injury or illness. The employer is to **begin counting days away on the day following the injury** or onset of illness...
# 14 Days Away From Work Case

- **Scenario:** If an employee who sustains a work-related injury requiring days away from work is terminated for drug use based on results of a post-accident drug test, may the employer stop the day count upon termination of the employee for drug use?

- **Answer:** No

1904.7(b)(3)(vii) - Employer may stop counting days away from work if an employee leaves the company for some reason unrelated to the injury or illness, such as retirement or a plant closing. However, when the employer conducts a drug test based on the occurrence of an accident resulting in an injury at work and subsequently terminates the injured employee, the termination is related to the injury. Therefore, the employer must estimate the number of days that the employee would have been away from work due to the injury and enter that number on the 300 Log.
# 15 Temporary Employees – Recordability

• Scenario: A temporary employee at your yard suffers a recordable injury. Whose OSHA Log does the injury go on?

  A. Your yard – the host employer where the temp currently works at
  B. The temporary agency
  C. Both the host employer (your yard) and the temporary agency

• Answer:
  
  — (A) Recordability is determined based on supervision (host employer) and shall only be recorded on only one log according to 1904.31(b)(4).
A work-related injury or illness must be recorded if it results in one or more of the following:

- Death – 1904.7(b)(2)
- Days away from work – 1904.7(b)(3)
- Restricted work or transfer to another job – 1904.7(b)(4)
- Medical treatment beyond first aid – 1904.7(b)(5)
- Loss of consciousness – 1904.7(b)(6)
- A significant injury or illness diagnosed by a physician or other licensed health care professional – 1904.7(b)(7)
Omnisource Injury Data

- 2014 Injury Data (thru Sept)
  - 4,178,237 hours worked
  - 68 Recordable injuries – 3.25 TCIR
  - 49 Days Away/Restricted/Transferred cases – 2.35 DART
  - 29 Days Away From Work cases – 1.39 DAFR (LTI)
OSHA Reporting Changes

- Changes effective Jan 1, 2015
- All employers must report:
  - All work related fatalities within 8 hours
    - Fatality to occur within 30 days of accident
  - All below work related serious accidents within 24 hours
    - Serious accident to occur within 24 hours
      - Inpatient hospitalizations
      - All amputations
      - All loses of eye

- Reporting to OSHA
  - OSHA Hotline 1-800-321-OSHA (6742)
  - Calling your closest Area Office during business hours
  - Using online form from osha.gov (to be released)