



The Safety Zone

The Newsletter of the AHA Workers' Compensation Self-Insured Trust

Safety is in Your Hands

Do your share for a safer workplace

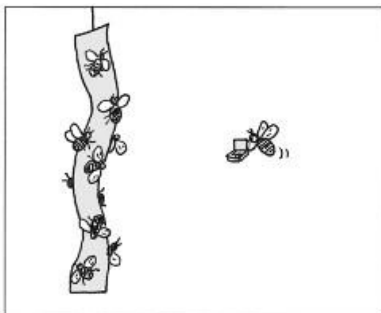
When you think about workplace safety responsibilities, you probably think about all the regulations and all the requirements OSHA puts on management to identify hazards and protect you and your co-workers. And it's true that management does have a big share in the responsibility for workplace safety. But OSHA also gives you a share of responsibility for safety on the job.

In return for the right to a safe workplace, OSHA assigns certain specific responsibilities to you and your co-workers, including the responsibility to:

- Obey OSHA standards.
- Follow workplace safety and health rules.
- Use assigned personal protective equipment (PPE).
- Participate in required safety training.
- Report hazardous conditions to management so they can take swift corrective action.
- Report job-related accidents, injuries, and illness to your supervisor and get medical attention.
- Cooperate with OSHA inspectors if they come to inspect our facility.

In addition to these OSHA-assigned safety responsibilities, we ask you to also:

- Take responsibility for learning everything you need to know about your job and work area so that you can always work safely.
- Avoid taking risks and engaging in any unsafe acts.
- Talk to your supervisor any time you have a question about your safety.
- Cooperate in our safety inspection and hazard analysis programs.
- Participate in safety committees and other safety initiatives.
- Look for ways to make your job and the workplace safer and make suggestions about how to do that.



"Hey, as long as we're all together, can I show my safety Powerpoint presentation?"

If we all do our share and take responsibility for our safety and the safety of all our co-workers, we can't fail in our mission to prevent accidents, injuries, and work-related illness. Sure, it's a big job, and we have to remain vigilant and strive every day to hunt down and eliminate hazards. But together we can do it! Won't you pitch in and join with your co-workers? We need you to succeed.

news & notes

MAKE SAFETY YOUR BUSINESS

Here are the three levels of participation.

The first level is your involvement in doing your job safely.

For example:

- Using tools and equipment safely
- Wearing required PPE
- Talking to your supervisor when you have questions
- Lifting properly to prevent injuries
- Avoiding risk-taking behavior

The second level includes the work area and work group. For example:

- Reporting unsafe conditions
- Keeping the work area clean and organized for safety
- Reporting accidents and near misses
- Looking out for co-workers and helping them keep safe

The third level involves organization-wide participation.

For example:

- Looking for ways to make the work and the workplace safer
- Sharing safety ideas through the company's suggestion system
- Participating in safety committees
- Assisting in safety training programs as trainers and coaches
- Reaching out to co-workers to encourage them to work safely

Be involved at all three levels. Participate in safety programs, work safely, and put safety first in everything you do.



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Prevent Back Injuries

Safe lifting tips for office workers

The general rule with lifting and moving heavy supplies, furniture, and equipment around the office is: Don't. Call maintenance. They have dollies and hand trucks and lots of experience moving heavy objects. But often office workers put themselves at risk with excuses like:

- "I don't have time to wait for help."
- "It's not that heavy."
- "I work out regularly. I can handle heavy loads."

Those excuses won't sound so good when your back goes out. So put the excuses aside and lift only what you can handle. Don't lift an item if you:

- Have to strain to budge it.
- Won't be able to see over it while you carry it.
- Have a back or arm problem.
- Can't get a good grip on a large or awkward shape.

When you do lift items on the job:

- Bend your knees and squat down close to the object.
- Get a good grip and rise slowly, keeping your back comfortably straight.
- Use your leg muscles to power the lift, not your back. Never bend over at the waist to lift objects. You could injure your back even if the item isn't heavy.
- Carry loads close to your body, which puts less stress on your back and arms.

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Got News?

Do you have news that needs to be circulated or have a subject you would like for us to address? Let us know by emailing the newsletter editor at tcreel@arkhospitals.org.

AHA Workers' Compensation Self-Insured Trust Program is administered by Risk Management Resources (RMR), a division of BancorpSouth Insurance Services, Inc. www.bxsi.com. In March 2003 the AHA Workers' Compensation Self-Insured Trust was established. The program provides workers' compensation coverage to AHA members.

Risk Management Resources, the administrator for the program, assists members in the areas of claims management, safety and loss control. Tina Creel, of AHA Services, Inc., is the Group Manager of the Trust and provides oversight of the day-to-day operation of the Trust.

The Board of Trustees provides oversight of the overall operation of the Group Trust.

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