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BACK SAFETY

As we become more physically active the incident of back injuries increase. This time of the year it may be with shoveling snow or basketball. Soon it will be from spring cleaning, lawn work, golf or tennis. These are prime activities to sustain a back injury. More back injuries occur away from work than on the job. However, nationwide, approximately, one-fourth of all workers compensation indemnity claims for on-the-job injuries involve back injuries. These are the source of the pain and suffering by associate and costs industry billions of dollars.

WATCH YOUR BACK

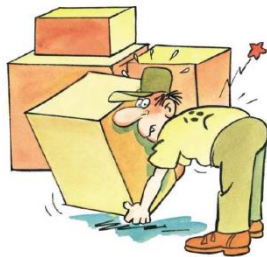
According to OSHA, back disorders often develop slowly over time as the result of repeated stress, although people who hurt their backs frequently think the injury is the result of one incident that caused immediate pain. Tips offered at work for safe lifting on the job also apply at home.

Whether they are on the job or at home, back injuries are painful and can great diminish the quality of your life.

BACK SUPPORT OR LIFTING BELT

Back support devices and belts may provide some assistance, but there is no conclusive medical data to prove that wearing such a device will prevent an injury from happening. Relying on a support device to provide super-strength is a recipe for disaster.

✓ The best way to prevent injuries is to make sure that you use proper lifting techniques and that you get help with heavy or awkward loads, including the proper use of lifting tools and equipment.



✓ Back support belts are not a substitute for proper lifting techniques and good sense.

✓ Back supports do not come with a big "S" for your chest or a cape. It doesn't make you any stronger than you were before and you should not try to lift more than you would without the belt.

Reference: Alaska Department of Labor & Workforce Development

<http://labor.state.ak.us/lss/forms/BackBelt.pdf>

TIPS FOR AVOIDING INJURIES

✓ Plan ahead; know where you plan to carry the object and where you will put it down.

✓ Check the path and clear of all obstructions.

✓ Determine if the load will fit through narrow openings. If it is too wide consider alternative solutions.

✓ Test the load, if it's too heavy or bulky get help. Help can be from a fellow associate, or use a mechanical aid such as a cart or dolly, at home call a friend or family member. Make additional trips with smaller loads if necessary.



✓ Can you see your path with the load lifted? If not follow the advice above.

✓ Single-person lifts are sometime necessary but may increase the chance of falls. Make additional trips with smaller loads or use a cart, dolly or similar device when needed.

✓ Stand close to the object you intend to lift with your feet spread about shoulder-width apart and slightly staggered. Keep your back arched and as vertical as possible and keep your chin down. Bend your knees and lower yourself until you are in a position to grasp the weight firmly.

✓ Grip the weight below its center of gravity and hold it as close to your body as feasible. Holding a weight with a gap between your torso and the weight puts extra stress on your arms, shoulders and back and reduces the amount of weight you can safely lift.

✓ Use your legs, not your back, to lift any heavy object from ground level. The "gluteus maximus" is the strongest muscle in the body and is located in the thigh and buttock.

✓ Raise the weight by keeping your back straight and lifting with your thigh and calf muscles. Don't try to jerk the weight up; lift with smooth, solid acceleration. If it is difficult maintaining your equilibrium, get help.

✓ Never lift in a position that causes you to twist our back muscles to one side or the other. If lifting a load in a confined space will cause you to lift in an off-center angle, slide it to the open where it can be lifted safely.

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- ✓ Know where you will grip the object to be lifted and how you will set it down. If you need to move a heavy object that doesn't have obvious grip points, consider strapping it to a dolly.
- ✓ Place "heavy" items in the power zone, between the mid chest and knees, where minimum bending is required to lift them.

Injuries may include damage to muscles, tendons, ligaments, nerves, and blood vessels.

ENGINEERING THE WORKPLACE

To minimize the exposure of manual material handling to workers improve the fit between the demands of work tasks and the capabilities of your workers. Remember, workers' abilities to perform work tasks may vary because of differences in age, physical condition, strength, gender, stature, and other factors. Engineering the workplace to be more ergonomically correct can benefit your facility by:



- Reducing or preventing injuries
- Reducing workers' efforts by decreasing forces in lifting, handling, pushing, and pulling materials
- Reducing risk factors for musculoskeletal disorders
- Lowering costs by increased productivity, decreased worker turnover, improved employee morale, decreased workers' injuries and compensation claims.

RISK FACTORS

If these material handling tasks are performed repeatedly or over long periods of time, they can lead to fatigue and injury. The main risk factors associated with the development of injuries in manual material handling tasks include:

- Awkward postures (e.g., extended reaching, bending, twisting)
- Repetitive motions (e.g., frequent reaching, lifting, carrying)
- Forceful exertions (e.g., carrying or lifting heavy loads)
- Pressure points (e.g., grasping loads, leaning against parts or surfaces that are hard or have sharp edges)
- Static postures (e.g., maintaining fixed positions for a long time)
- Repeated or continual exposure to one or more of these factors initially may lead to fatigue and discomfort. Over time, injury to the back, shoulders, hands, wrists, or other parts of the body may occur.

February is American Heart Month -

Heart Attack Warning Signs - Some heart attacks are sudden and intense — the "movie heart attack," where no one doubts what's happening. But most heart attacks start slowly, with mild pain or discomfort. Often people affected aren't sure what's wrong and wait too long before getting help. Here are signs that can mean a heart attack is happening:

- **Chest discomfort.** Most heart attacks involve discomfort in the center of the chest that lasts more than a few minutes, or that goes away and comes back. It can feel like uncomfortable pressure, squeezing, fullness or pain.
- **Discomfort in other areas of the upper body.** Symptoms can include pain or discomfort in one or both arms, the back, neck, jaw or stomach.
- **Shortness of breath** with or without chest discomfort.
- **Other signs** may include breaking out in a cold sweat, nausea or lightheadedness



As with men, women's most common heart attack symptom is chest pain or discomfort. But women are somewhat more likely than men to experience some of the other common symptoms, particularly shortness of breath, nausea/vomiting, and back or jaw pain.

Learn the signs, but remember this: Even if you're not sure it's a heart attack, have it checked out (tell a doctor about your symptoms). Minutes matter! Fast action can save lives — maybe your own. Don't wait more than five minutes to call 9-1-1 or your emergency response number.

Calling 9-1-1 is almost always the fastest way to get lifesaving treatment. Emergency medical services (EMS) staff can begin treatment when they arrive — up to an hour sooner than if someone gets to the hospital by car. EMS staff are also trained to revive someone whose heart has stopped. Patients with chest pain who arrive by ambulance usually receive faster treatment at the hospital, too. Taken from:

<http://www.americanheart.org/presenter.jhtml?identifier=3053>

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Is That One of Those New \$30 Bills?

The following story appeared in the *Atlanta Journal and Constitution* newspaper. "An employee of the Waffle House on Buford Highway called deputies Dec. 4 to report she'd been given counterfeit money as payment for a bill. The woman told police two men gave her a \$30 bill as payment for two meals, and that she gave back change for the \$30 bill. After taking the bill, the woman followed the men outside to ask if the \$30 bill was real. The victim told deputies the men told her it was not, and then left the scene." There was some discussion whether a crime had actually been committed as it was not actually counterfeit money since government issued \$30 bills do not exist. Every cash handling associate should be trained to be alert for bogus money. Presenting a \$30 bill was pretty brazen, but it worked. Cash handlers should be prepared for a more subtle approach at larceny. With the availability of color scanners and printers the amateur counterfeiter has become more skillful than in the past. The U.S. Treasury and Mint are working to prevent counterfeiting, but the practice continues from the amateur level to the pro's. Some pros reportedly bleach out \$1 bills to have mint quality paper to print their larger denomination bills on. The mint has taken additional steps not be easily duplicated.



The New Color of Money is safer, smarter and more secure.

The U.S. government introduced a new \$20 note design in 2003 and a new \$50 note in 2004 as part of the Series 2004 currency. The third redesigned note -- the \$10 note -- was issued beginning in early 2006, followed later by a new \$100 note. The introduction of new currency designs is part of an ongoing effort by the U.S. government to protect your hard-earned money. To stay ahead of currency counterfeiters, the U.S. will be introducing new currency designs every seven to ten years.

BILL AUTHENTICATION CHECKLIST

- Compare the bill to one you know to be real.
- Look at the bill's overall appearance.
- Feel the paper. Note the texture.
- Hold the bill up to the light to check for the watermark
- Check for existence of the security thread in the proper location.
- Look at the bill from different angles to examine the color shifting ink. Note: There is no color-shifting ink on the \$5 and smaller notes.
- Carefully examine the detail of the fine line printing patterns.

IF A COUNTERFEIT NOTE IS SUSPECTED

1. Do not put yourself in danger. Don't try to return the bill to the passer.
2. Delay the passer by some excuse if possible, without risking harm.
3. Telephone the police or the U.S. Secret Service.
4. Observe the passer's appearance and that of any companion.
5. Note the license plate number and make of the passer's car. Preserve any CCTV images.
6. Write your initials and the date on an unprinted portion of the bill and surrender the note only to the police or a representative from the Secret Service.

For additional information, see www.moneyfactory.gov

Reminder: Employers are required to post the Summary (OSHA Form 300A) for 2009-- not the OSHA 300 Log -- from Feb.1 to Apr. 30, 2010. The OSHA 300 Log and the 300A must be completed and kept on file for a minimum of 5 years even if you had no recordable injuries.



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The American Heart Association supports placing **automated external defibrillators** (AEDs) in targeted public areas such as sports arenas, gated communities, office complexes, doctor's offices, shopping malls, etc. **Many corporate travel executives, as well as jurisdictional and groups are now requiring** (AEDs) be provided in many of these type areas.

CPR training is also important to be sure of your staff proper response to medical emergencies. Training and proper personal protective equipment are essential to an effective organization.



Reduce strain on the entire body, including the back by providing a high quality mat to cushion the working surfaces. The Andersen Comfort Hog mat provides such a cushion in a durable work station surface.

Back support belts remain popular among workers who handle materials on a day to day basis. Let us assist you with a variety of sizes, colors and styles.



Video Training Resources



Don't Be A Dummy About... Back Safety (13 min.) 9104 -

Description: The lesson the "Dummies" and employees will learn is that most back injuries can be avoided. Topics include: How Injuries Occur, The Fulcrum Principle, Safe Lifting Techniques and the Importance of Exercise and Good Posture.

Back Injury Prevention Safe Lifting Techniques (10 min.) 1001D -

Description: This program describes in detail how to lift objects safely. The variety of lifting tasks in industry require specific techniques to prevent painful and costly back injuries. This video explains the anatomy of the back, the 10:1 lever principle and details proper safe lifting techniques.

Lifting Safely with Back Belts (10 Min.) 1007D -

Description: This program illustrates how to lift safely while using back support devices. Explains proper use and care of belts as well as when employees should wear them and when they should not.

OSHA Recordkeeping (12 min.) 9025A -

Description: Explains recordkeeping requirements and looks at simple ways to comply with today's regulatory recordkeeping policy

For assistance with your Back Safety Program, OSHA Recordkeeping or training resources and for all of your hotels' first aid and safety supplies contact Jesse Denton, your Frontline Sales Loss Prevention Consultant.

Call 770-257-8363 or at hotelsafety@bellsouth.net