

# OSHA

OSHA'S mission is to assure the safety and health of America's workers by setting and enforcing standards: providing training, outreach, and education: establishing partnerships and encouraging continual improvement in workplace safety and health. They are regulated by the Dept. of Labor.

## What you should know about OSHA

- You most likely will never see an OSHA inspector unless you have a high percentage of workman's comp cases or have a complaint lodged against your program.
- OSHA has an AV Library, online training, workshops, and "lesson plans" for all health and safety areas that OSHA covers.
- You can be fined for being out of compliance.

## What you need to do to be in compliance

- Provide a workplace free from serious health and safety hazards.
- Train your staff yearly in Blood borne Pathogens and Hepatitis B exposure and shots available.
- Provide Hep B shots to any staff who want them (no charge)
- Keep records of work related injuries and illnesses
- Hold monthly safety meetings or establish a Safety Committee
  - All programs including a Certified Family program that has only 1 employee must hold monthly meetings.
  - This required safety meeting can be part of your regularly scheduled staff meetings-be sure safety issues are discussed
  - Keep a log of staff who attend each meeting
  - Minutes for each meeting must be kept if any staff is absent. No minutes are necessary if all staff is present.
  - Minutes for each meeting should be kept for three years.

## Be Proactive

- CCD regulations cover most issues related to children-Have policies and procedures in place that address health and safety practices for staff. This should include lifting, blood borne pathogens and universal precautions.
- Develop a written Hazard Communication Program
- Document your staff training in the use of Universal Precautions, Blood borne Pathogens, Hepatitis B and lifting.
- You can call OSHA and ask for a free Safety inspection. See OSHA contact list for phone numbers