



# Safety Attitude Is Everything

You've been getting advice about safety for years. You've listened to it with one ear, but maybe you never thought about it much. Deep down, you may even think "It can't happen to me." Then, your buddy Jack (who's in a hurry to get off work), has a bad accident.

The accident affects everyone, especially you. You can see what it means to Jack, physical pain, emotional shock, lost income. He'll have to train for a new job, and his wife will work longer hours. Things are going to be tough for him and his family for a long time. After the accident, you notice your attitude at work has really changed. You make a point of staying alert. You're more willing to take suggestions that might protect you.

Why wait for this story to become real? A positive attitude toward safety will pay off in countless ways, saving you money, keeping your job, even saving your life. Why wait until you lose something precious before you realize how easy it would have been to save it? Now is the best time to develop a good attitude toward safety.

## A Good Safety Attitude

How you deal with these elements adds up to your safety attitude. A good attitude is a habit you can learn!

- ♥ **Focus.** A good attitude means you are focused on the present task. If something else is on your mind or an interesting conversation is going on nearby, you may be distracted.

- ♥ **Time.** A good attitude means taking time to do the job right. Sure, it takes longer to get

the proper equipment. But is saving a few minutes worth a painful injury?

- ♥ **Strength.** No, we don't mean muscle strength. A good attitude means you have the strength to do the right thing. By avoiding shortcuts and being patient you will reduce the possibility of accidents.

- ♥ **Responsibility.** If you care about yourself and others at work, you'll take responsibility even when a certain task "isn't my job." A good attitude means thinking of yourself as part of a team. Everyone helps make it a winning one.

- ♥ **Risk.** There's no way to avoid *all* risks. A good attitude means being smart and avoiding taking risks whenever you can.

## Your Attitude Affects Everyone

Your attitude toward safety is a habit that affects everyone where you work and at home. We can always think of excuses for not acting with safety in mind, but in the end, it makes a lot more sense to have a good safety attitude.♥

### Safety Attitude

1. **Focus on task!**
2. **Do the job right!**
3. **Use mental muscle!**
4. **Take responsibility!**
5. **Know the risks of unsafe tasks!**

# Workers' Compensation Accidents

7/1/2007—6/30/2008

Personnel	Frequency % of Claims	Cause	Frequency % of Claims
Educator	31.8	Fall Same Level	21.9
Custodian	20.6	Overexertion	18.6
Educator Aide	19.3	Special Education Acting Out	15.8
Office Worker	7.1	Struck Against	11.0
Trades	4.3	Struck By	10.0
Care Workers	3.3	Fall Different Level	8.2
Other	13.4	Other	14.3

A summary of work related accident from 7/1/08 to 12/31/08 is listed above. During that period there were 1,957 reported losses. Falls, combining same level and different levels continue to make up the number one cause of injuries with 30.1% of all losses. Teachers continue to top the list in personnel groups having accidents by a wide margin.

This chart clearly illustrates the need to include

teachers in your district safety program. The majority of fall incidents are not caused by poor building maintenance. Usually the individual plays a role by failing to pay attention to their surroundings. Winter is a good time to remind all employees to wear appropriate footwear and to be careful walking on slippery surfaces.♥

*Tony Jones*

*NJSBAIG Loss Control Manager*

## Common Colds in the Workplace

According to the Centers for Disease Control and Prevention (CDC), people in the U.S. suffer approximately 1 billion colds each year, and colds are caused by a number of different rhinoviruses, most commonly human parainfluenza viruses (HPIVs). They typically don't become more serious except among the elderly and those with weakened immune systems.

The old remedy for healing, eat, rest, drink plenty of fluids, is still the most effective method for tackling a cold in the three to five days it takes your body to get well.



No vaccine is currently available for the common cold, but the CDC recommends prevention in the spread of the disease through hand washing and by not sharing items such as cups, glasses, and utensils with an infected person.

Employers should educate employees to the importance of hand washing in the prevention of the spread of illness even if your organization does not handle food or drinks.♥

*Source: "News to Use" January 6, 2009  
My Community Workplace*

## Severe Weather Important Notice

**The winter season marks the beginning of a severe weather pattern of below freezing temperatures. In the event your district experiences frozen pipes, please contact us immediately.**

**TOLL FREE 24 hours a day: 1 888-657-6651**

## Claims Corner

## Report Claims Promptly

Accidents and claims happen. In order to properly protect and defend our districts, we need to be made aware of claim situations as soon as they are detected. If someone falls on the step, *report it*. If a bus only just tapped the car in front, *report it*. If a coach pulls his/her back even a little while demonstrating to a team, *report it*.

Claims are always made worse by not being reported properly and promptly.

- For Workers' Compensation, it is vital to report to QualCare, (1-800/425-3222) any injuries in order that employees can be directed to an authorized physician.
- For General Liability, a frustrated claimant unable to get a doctor's bill paid will invariably seek counsel from an attorney. This can lead to a more expensive claim.

- For a small rear-end auto accident, large storage bills, large rental bills and even larger injury claims are the usual result unless we can address and verify the allegations immediately.
- For Property claims, a small nuisance leak is traditionally the forewarning of either a damaged roof or a soon-to-burst water or steam pipe, usually with catastrophic results.

Nothing is gained by trying to handle a loss yourself.

In the event of an emergency, use our **EMERGENCY** number of 609-369-0535 or otherwise, advise your agent. Should you just want to ask questions, do not hesitate to call us at 609-386-6060.♥

*Bill Miller*

*NJSBAIG Claim Supervisor, Extension 3095*

# Employment Practices (Train the Trainer)

### **Who should attend?**

School Administrators and EEOC Officers.

### **Class Description:**

School districts face many kinds of personal in-

jury claims including Sexual Harassment, Discrimination, Affirmative Action, Retaliation, etc. This class will discuss the laws and provide training materials to assist administrators in educating their staff to prevent these claims.

## February 6, 2009

**Atlantic County Special Services School District**  
4805 Nawakwa Boulevard  
Mays Landing, NJ 08330 (609) 625-5590

**Time: 8:30 a.m.—noon**

**Please call Sue Williams at 609-386-6060 extension 3005 or [swilliams@njsbaig.org](mailto:swilliams@njsbaig.org) to register and confirm your registration. The cost is \$20.00 per person. Class times are noted above.**

**NJSBAIG, 450 Veterans Drive, Burlington, NJ 08016**

# Required Safety Programs

The New Year provides an opportunity to re-access the safety of your schools and workers. In the table below, is a list of basic safety programs that are required in school districts and are commonly cited during PEOSH inspections. The list is not all inclusive and all programs are not required at all districts.

NJSBAIG Loss Control can help identify which programs are required and provide consultation and training services. Please contact Steve Williams at 609-386-6060 extension 3045 for additional information.

Program	Standard(s)	Written Plan/Policy	Required Training
Asbestos Awareness	OSHA 1910.1001, EPA-AHERA, NJDHSS, NJDOE	Asbestos Management Plan	Initial- Job, Procedure or Condition Change; Non-Performance
Bloodborne Pathogens	29CFR1910.1030	Exposure Control Plan	Initial- Job, Procedure or Condition Change; Annual Refresher
Confined Space	29CFR1910.146	Confined Space Entry Program	Initial- Job, Procedure or Condition Change; Bi-Annual Refresher
Hazard Communication / Right to Know	29CFR1910.1200 NJAC 12:100-7, 8:59	Hazard Communication Plan	Initial- Job, Procedure or Condition Change; Bi-Annual Refresher
Recordkeeping and Reporting of Occupational Illnesses and Injuries	29CFR1904	NJOSH 300, 300a, 301	Recommend for performing personnel
Personal Protective Equipment	29CFR1910.132	Documented Site/Job Analysis	Initial- Job, Procedure or Condition Change; Non-Performance
Lockout/Tagout	29CFR1910.147	Control of Hazardous Energy	Initial- Job, Procedure or Condition Change; Non-Performance

**Some short program notes:**

**Asbestos Awareness** All ACM must be identified, encapsulated and/or labeled. Personnel in these areas must be trained on potential hazards and controls. A designated responsible person will be placed in charge of the program and a written inventory kept at each location containing inventory, abatement, surveillance, and re-inspection information.

**Bloodborne Pathogens** District must identify potentially exposed workers, controls, and offer HBV Vaccination.

**Confined Space** District must identify spaces, entry procedures, personnel, permit requirements and designate rescue team. Program requirements can be extremely technical when dealing with IDLH environment and lead to other programs/training (respirator, monitoring, etc.) Specialized equipment required.

**Hazard Communication and Right to Know** District must identify employees that have a potential for exposure to hazardous chemicals under routine conditions, proper controls, maintain an inventory, labels, and MSDSs for all chemicals.

**Recordkeeping and Reporting of Occupational Illnesses and Injuries** District must maintain 300 Log at each location, post 300a between 2/1 and 4/30 of following year. Recommend tying procedure in with WC reporting and accident/incident investigation.

**Personal Protective Equipment** Training is the basis for other programs. Perform a hazard analysis for each job function and conduct an annual supervisor audit.

**Lockout/Tagout** Program requires identification of equipment/energy sources and proper controls. Some specialized equipment required.♥