



Be Prepared For Medical Emergencies

Although you may have heard the motto "Be Prepared," you may find yourself unprepared for the medical emergencies that can happen on the job. If an accident occurs, there may be a gap of time before expert medical aid can be called or can arrive. A life may hang in the balance during those first few minutes. Care of the injured will then be in your hands and your ability to deal with that emergency can mean the difference between life and death.

Knowledge and preparedness are the best antidotes for panic and fear.

Make a conscious effort to prepare for worksite emergencies. Look over your operations and think of the hazards that could be encountered then plan for and train others in how to respond to those accidents and injuries.

Make sure that at least two people at your location know the basics of first aid, including cardiopulmonary resuscitation (CPR). Basic knowledge of first aid measures and standard rescue procedures is critically to any work situation.

Have a good medical guide that includes information on how to handle poisoning, bleeding, shock, amputations and other first-aid

procedures. Have first-aid kits placed around the worksite or in company vehicles. Keep a well-equipped medicine cabinet with an ample inventory of first-aid materials and medications. Check with your company doctor for recommended contents. And don't forget to replace supplies, as they are used up or become outdated.



Keep in mind, first aid is only temporary on-the-spot assistance, it's not a substitute for expert medical care. Call for help as soon as possible.

Telephone numbers

of emergency medical services, rescue experts, fire department, and police should be prominently posted.

When confronted by an emergency, assess the situation carefully. Calmly decide what steps need to be taken and in what order. Your calmness can reassure the accident victim and affect the victim's chances of survival. In many cases, speed is vital. Work quickly and do your best with the available resources.

Do your part in preventing accidents from occurring by following safety procedures and maintaining good health habits, but if an accident occurs be prepared for how to respond. □

On The Road To Rage?

Aggressive driving or "road rage" is a growing problem from which no one is immune. You may have witnessed it, caused it or been a victim of it. Do your part to minimize driver rage by respecting other drivers and recognizing signs of rage in yourself and others.

What is road rage? It's when one driver reacts angrily to another driver. In expressing that anger, the driver might make an obscene gesture, yell, honk, abruptly brake, tailgate, cut off or force a car off the road, use a weapon or get physical.

Why is road rage on the rise? Part of it is sensory overload. Our roads are getting more congested just as we're feeling more stress in our lives or pressed for time. People may feel powerless or

Continued on next page

In this issue...

Feature Articles:

Be Prepared For Medical Emergencies

On The Road To Rage?

The Expert's Corner – Wood Dust – It's Not Just A Nuisance

Tailgate Topic – Fire Extinguishers

In Each Issue:

Reporting Injuries

Employer Responsibilities

Medical Provider Network

State Fund Contract Offices

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On The Road To Rage?

Continued from first page

frustrated in their lives but behind the wheel of their 3,000-pound vehicle, there's an urge to vent their stress and aggression on an anonymous other driver, if they feel justified.

While there are no sure ways to avoid becoming the victim of road rage, experts offer these suggestions:

- Be a courteous and defensive driver. Maintain a safe speed and safe following distance. Signal your moves and use your horn and lights appropriately. Try not to offend other drivers by cutting them off, tailgating or driving slowly in the left lanes.
- Concentrate on your driving, not on passengers, cell phones or other distractions.
- Don't overreact to other drivers' errors or challenge them by speeding up, slowing down or blocking lanes.
- Don't engage an angry driver. Avoid eye contact and ignore rude gestures and the temptation to return them. Get out of their way, but don't pull off the road and try to settle things.
- If you think a driver is harassing you or trying to start a fight, call 911.
- If you're being pursued, drive to a safe, well lighted, populated area. Keep your doors locked and wait for help to arrive. Don't drive home.

You can't control other drivers but you can control yourself. Monitor yourself. Most road rage involves displaced anger. If you think you have a problem, get help. If you're tense and stressed, avoid taking it out on others. Forget winning. Driving is not a contest. Give yourself extra time and control your behavior. Keep rage off the road. □

THE EXPERT'S CORNER

WOOD DUST – It's Not Just A Nuisance

The wood dust created by cutting, shaping, and sanding wood is certainly a nuisance. However, wood dust can be a serious hazard to both health and safety, if not properly controlled.

Respiratory effects are the primary health concern. Inhalation of excessive dust can cause nasal irritation and bleeding, inflammation of the sinuses, wheezing, prolonged colds, and decreased lung function. Some species of wood are sensitizers: after repeated exposure, one can become allergic to the dust. This frequently leads to the development of asthma. Western red cedar is a well-known sensitizer and asthmagen.

Skin and eye effects are also possible. Repeated contact with wood dust can lead to dermatitis, an inflammation of the skin. Symptoms can include redness, itching, and cracking. The dermatitis can be the result of irritation, or it can be an allergic reaction. Wood dust can also cause eye irritation.

Wood dust is a known human carcinogen. Occupational exposure to wood dust can cause cancer of the sinuses and nasal cavities. This risk, however, may be limited to certain species of wood such as oak, beech, birch, mahogany, teak, and walnut.

Cal/OSHA has permissible exposure limits (PELs) that regulate the amount of wood dust workers are allowed to breathe. The American Conference of Governmental Industrial Hygienists (ACGIH) has established more protective exposure limits for wood dust. Although they are not regulatory requirements, the ACGIH limits, called *threshold limit values (TLVs)*, should be followed whenever possible.

Engineering controls, such as local exhaust ventilation (LEV), must be used to prevent overexposures if feasible. LEV systems, however, must be properly designed to prevent potential fire and explosion hazards.

Respirators can be used when engineering controls are not feasible or do not adequately control the dust. A Respiratory Protection Program must be implemented, if respirators are needed.

Proper housekeeping is important. Wood dust on floors can cause slips and falls and the accumulation of wood dust on surfaces presents a serious fire hazard. But, using compressed air to blow down surfaces reintroduces the dust into the air, creating potential health and fire hazards. Vacuuming up the dust is the preferred method for cleanup. To prevent fire and explosions, however, the vacuum cleaning equipment must be approved for Class II, Division 1, Group G locations.

For more information on controlling wood dust hazards, go to the [wood dust topic](#) of OSHA eTools. For specific information related to fire safety, refer to NFPA 664, Standard for the Prevention of Fires and Explosions in Wood Processing and Woodworking Facilities.

If you need help identifying or controlling respiratory hazards, request an industrial hygiene consultation through State Fund's Loss Control Department or your broker/agent. □

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Tailgate Topic

Fire Extinguishers

Even though your company may be equipped with automatic sprinklers or other means of fire protection, the portable fire extinguisher is the first line of defense in the control of fires at their start.

Most fires, in the beginning stage, can be extinguished easily with portable equipment, but only if the equipment is readily accessible and the employee knows how to use it. The reaction time, from when the fire is first realized, is extremely important. If time is wasted in a search for the proper fire extinguisher and a review of the operating instructions, a small, easily controlled fire will spread in size and intensity. The fire will get out of control and both lives and equipment will be endangered.

Knowledge of the various types of extinguishers and their location in relation to the company layout or equipment is necessary for quick and effective employee action. This means that extinguishers should reflect the character of the fire anticipated for the company and its operations. Fire extinguisher locations should be clearly marked and readily accessible.

An inspection and recharging program should be in place to insure that when an extinguisher is needed, it is fully charged and operational. The program will run more effectively if the fire extinguishers are well positioned and clearly marked.



Too many fires have spread because the wrong extinguisher was used, the extinguisher was empty, the employee didn't know how to operate the extinguisher, or the employee could not find an extinguisher in time to be of any help. Knowing where the fire extinguishers are and how to use them should be basic to any effective Injury and Illness Prevention Program (IIPP). □

Temas de Seguridad

Extintor de incendios

Aunque su empresa pueda estar equipada con rociadores automáticos u otros medios de protección contra incendios, el extintor de incendios portátil es la primera línea de defensa para el control de incendios, cuando comienzan.

La mayoría de los incendios, en su etapa inicial, pueden extinguirse fácilmente con equipo portátil; pero sólo si se puede tomar el equipo fácilmente y si el empleado sabe cómo usarlo. El tiempo de reacción, desde el momento que se observa el incendio por primera vez, es extremadamente importante. Si se pierde tiempo en buscar el extintor de incendios adecuado y en revisar las instrucciones de operación, un incendio pequeño y fácilmente controlable puede extenderse en tamaño e intensidad. El incendio se volverá incontrolable y se pondrá en peligro tanto las vidas como el equipo.

Es necesario conocer los diversos tipos de extintores y su ubicación en relación con la distribución o equipo de la compañía para que los empleados puedan actuar con rapidez y eficacia. Esto significa que los extintores deben reflejar el

tipo de incendio que se prevea en la compañía y sus operaciones. Las ubicaciones de los extintores de incendios deben estar claramente marcadas y fácilmente accesibles.

Debe existir un programa de inspección y recarga para asegurar que cuando se necesite un extintor, esté completamente cargado y funcional. El programa será más eficaz si los extintores de incendios están bien colocados y claramente marcados.

Se han extendido demasiados incendios por utilizar el extintor equivocado, porque el extintor estaba vacío, porque el empleado no sabía cómo operar el extintor, o porque el empleado no podía encontrar el extintor a tiempo para poder ayudar. El conocimiento de dónde están los extintores de incendios y cómo usarlos debe ser fundamental para cualquier programa eficaz de prevención de lesiones y enfermedades (IIPP). □



Please forward to the person responsible for your safety program

S T A T E C O M P E N S A T I O N I N S U R A N C E F U N D

Reporting Work-Related Injuries

State Fund's Claims Reporting Center (1-866-794-2510) is available 24 hours a day, 7 days a week for policyholders to report injuries as soon as they occur. Agents will do the necessary paper-work to get the claim started and refer the injured to the designated physician or provider.

Within 8 hours of any serious illness or injury (requiring hospitalization over 24 hours, other than for medical observation or where there is permanent employee disfigurement) or death occurring in the workplace or in connection with employment, employers must report the incident to the Division of Occupational Safety and Health. □

Required Employer Responsibilities

California law requires that:

"Every employer...shall post and keep posted in a conspicuous location frequented by employees and where (it) may be easily read by employees during the hours of the workday, a notice which shall state the name of (the) current compensation insurance carrier..."

The notice must also contain information regarding employee rights and responsibilities and must

"...be posted in both English and Spanish where there are Spanish-speaking employees."

Additionally, the law requires employers to provide a form on which employees may indicate the name of their personal physician or personal chiropractor. The form must be provided to new hires either at the time the employee is hired or by the end of the first pay period.

If you would like free copies, in English or Spanish, of the required posting notice, the brochure explaining an employee's workers' compensation rights or the physician predesignation form, call State Fund's toll-free customer service number at 1-877-405-4545. □

**For Employer "Safety Seminars" go to
www.scif.com**

Multilingual Health & Safety Resource Guide

The ethnic diversity in today's workplace has a changed set of dynamics and corresponding challenges for employers, especially in regards to communicating necessary safety and health information. Employers can not simply assume that workers understand the dangers of their work environment or that they are aware of emergency response procedures. And, because California law requires employers to ensure that any safety or health information that is given is understood, employers may need to provide the training information in a language other than English. To assist in this effort, multilingual training material is available from various sources including State Fund and Cal/OSHA. Workplace health and safety information in 17 languages can also be accessed at <http://www.dir.ca.gov/chswc/MultilingualGuide/MultilingualGuide.html> and <http://www.dir.ca.gov/chswc/multilingualguide/multilingualguide.html> #MultilingualWebsites.

State Fund believes that although individuals have preferences in the way messages are delivered and what language is spoken, safety and health issues should not be left to interpretation. □

Medical Provider Network

One of the most anticipated savings provisions of SB899 is for employers to use a medical provider network (MPN) for the treatment of on-the-job injuries to their employees. By using these providers, who primarily treat occupational injuries or illnesses, an employer (with limited exceptions) gains medical control for the life of the claim.

In partnership with the Department of Personnel Administration, State Compensation Insurance Fund has developed an MPN for legally uninsured agencies participating under the Master Agreement pursuant to Insurance Code Section 11871.

State Fund combined our preferred provider network, with Kaiser Permanente and a Blue Cross of California network, to bring prompt, appropriate, and quality medical care to injured state employees throughout California. This physician network includes specialists, who provide authorized medical treatment in accordance with utilization schedules developed by the Administrative Director of the Division of Workers' Compensation. State Fund and the Department of Personnel Administration, with the support of all state agencies, are committed to implementing the provisions of the landmark reform legislation. For more information please log on to www.scif.com or www.dpa.gov. □

CONTACT YOUR NEAREST STATE FUND CONTRACT OFFICE

- Commerce (323) 727-5600
- Eureka (707) 443-9721
- Oxnard (805) 988-8600
- Redding (530) 223-7000
- Riverside (951) 697-7300
- Rohnert Park (707) 586-5000
- Sacramento (916) 567-7500

Or visit our website at:
www.scif.com/statecontracts

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