Occupational Health and Safety Awareness for Students

Occupational Health, Safety and Wellness
2015
Introduction and Objectives

• The objectives of this course are to:

• Explain your rights and responsibilities

• Explain the employer, supervisor and worker responsibilities

• Discuss workplace hazards

• Provide information on how to report an incident
Occupational Health and Safety Act

• Establishes safety standards for all Ontario workplaces
  • It sets out the rights and duties of workplace parties
  • It establishes procedures for dealing with workplace hazards
  • It provides information on how the law will be enforced

• Changes made to the Occupational Health and Safety Act in 2014 now require employers to provide Health & Safety Awareness training so you can better understand the law and how to stay safe in the workplace.
The Occupational Health and Safety Act

• The purpose of the OHS Act and Regulations is to keep workers from getting sick or hurt on the job
• Ministry of Labour inspectors make sure that these laws are followed and if they aren’t they may leave orders or lay charges
• OHS Act assigns responsibility to three levels of authority in a workplace:
  1. The employer (who is in charge of everyone)
  2. The supervisor
  3. The worker (you)
Who is a Worker?

The definition of a worker, under the law, has been expanded. It now includes:

- A person who performs work or supplies services for monetary compensation
- High school students volunteering as part of a work experience program
- Persons performing work or supplying services without compensation as part of an approved post-secondary program
- Persons receiving training but are not considered employees under the Employment Standards Act
Everyone has a role in safety, including you

- Underlying principle of the OHS Act is the Internal Responsibility System (IRS) – “Health and Safety is EVERYONE’S Responsibility”

- Under the IRS, everyone has a personal and shared responsibility to work together cooperatively to prevent workplace injuries and illness.
Duties of the Employer (condensed)

- Ensure workers know about hazards in the workplace and are trained to work safely with these hazards
- Ensure supervisors are competent when it comes to health and safety on the job
- Create health and safety policies and procedures for the workplace

- Ensure everyone knows and follows the health and safety procedures
- Ensure workers are provided the right protective equipment and it is maintained and used properly
- Do everything reasonable to keep workers from getting hurt or sick on the job
Duties of the Supervisor (condensed)

- Inform workers about possible or actual hazards and dangers in the workplace and train them how to work safely
- Provide written instruction on the measures and procedures designed for the protection of the worker
- Ensure workers follow the law and the workplace health and safety policies and procedures
- Ensure workers wear and use the right protective equipment
- Do everything reasonable to keep workers from getting hurt or sick on the job
Duties of the Worker

• Follow the law and the workplace health and safety policies and procedures
• Always wear or use the protective equipment that the employer requires in the way you were trained
• Do not operate any equipment, device or machinery in a manner that could endanger you or another worker. Do not attempt to operate any equipment or machinery unless you have received proper training.
• Work and act in a way that won’t hurt you or any other worker
• Report any hazard or defect in equipment to your supervisor
Rights of Workers

• You have three basic rights:

1. To **know** about the hazards in the work you do and to be instructed how to do your work safely.

2. To **participate** in health and safety by asking questions and reporting your concerns.

3. To **refuse** to do unsafe work if you have reason to believe it puts you or a fellow worker in danger.

• NOTE: In health care, this right is limited – if the hazard is a normal part of your duties or the refusal would directly endanger the life, health, or safety of another person, you cannot refuse to work.
Right to Refuse Unsafe Work

• You can refuse to work if you have reason to believe that:
  o The work you are doing or the equipment you are using might hurt you or someone you work with
  o The area where you are working is likely to endanger you or any other worker
  o You are in danger from workplace violence

• You need to tell your supervisor that you think you are in danger and that you are not going to do the work

• Most of the time, your supervisor and the employer and the JHSC member will be able to solve the problem

• If the problem isn’t fixed or you still have reason to believe the work is unsafe, you can continue to refuse the work

• A MOL inspector will then be called to investigate
Workplace Hazards

• A hazard is anything or situation in the workplace that could hurt you or the people you work with. It can take many forms – sometimes more than one hazard can combine to make an even bigger hazard.

• Studies show that new and young workers are 4 times more likely to get injured during their first month on the job than at any other time.

• Some hazards are visible (e.g. sharps or a spill) and other hazards may be invisible (e.g. germs or viruses, chemical vapour, noise).

• You need to know about the hazards in your workplace before you start working.
Some common hazards in the workplace

- **Biological** (e.g. bacteria, viruses, mould)
- **Chemical** (e.g. environmental cleaners, lab chemicals)
- **Physical** (e.g. heat, cold, radiation, noise)
- **Ergonomic** (e.g. lifting, transferring and repositioning patients, workstation setup)
- **Psychosocial** (e.g. workplace violence/harassment, shift work, stress)
- **Safety** (e.g. slippery floors, heavy objects, sharp objects)
Hazard Controls

When controlling hazards, the following hierarchy of controls are used:

1. **Elimination** (e.g. removing a tripping hazard)
2. **Substitution** of hazard (e.g. using a cleaning product that is less corrosive)
3. **Engineering control** (e.g. laboratory fume hoods, safety engineered medical sharps)
4. **Administrative control** (e.g. training and education, signage, policies)
5. **Personal Protective Equipment** (e.g. gloves, N95 respirator, surgical mask, goggles)

A combination of controls are often used for controlling hazards
Important Questions

• 5 important questions you need to know answers to about your placement or time here at NYGH

  1. What are the hazards of this job?
  2. Is there any special training needed for this job?
  3. Do I have the right protective equipment for this job?
  4. Do I know how to do this job safely?
  5. If I have any questions about safety, who do I ask?
Hazard and Employee Incident Reporting

• If you have any concerns regarding health and safety in the workplace, you must report your concerns first to your supervisor so they can take steps to prevent the incident from happening again in the future. They are responsible for ensuring prompt medical attention is provided.

• It is against the law for a supervisor to punish or retaliate against a worker for reporting a hazard or following the law.

• Injuries, incidents and close calls must also be reported using the Safety Learning Incident Process (SLIP) tool.
Employee Incident Reporting

- Report hazards, incidents, injuries or occupationally acquired illnesses using the SLIP tool.
- Occupational Health, Safety and Wellness department will review these incidents for investigation, analysis and trending.
- All students and residents should inform the Manager, Centre for Education if an incident occurs. Additionally, medical students must inform their Academic Director. Other students must inform their placement coordinator at their academic institution.
Hazard and Employee Incident Reporting

• Go to ERIC (intranet) → Quick Links → SLIP report

• Enter the site anonymously (Login using your Windows ID and password)

• Select the Employee/Affiliate icon
Seeking Medical Attention

• Occupational Health, Safety and Wellness
  o Located on the Ground Floor (GW-51)
  o Open Mondays 7:00am – 4:00pm;
    Tues – Fri 7:30am – 4:00pm

• Emergency Department
  o Open 24/7
Critical Injury

- If a person is killed or a critical injury occurs, your supervisor must contact Occupational Health immediately and secure the scene of the incident.

- The Ministry of Labour, the JHSC, and the union must be notified immediately, and within 48 hours a written report must be sent to the Ministry.

Critical injuries are injuries that place a life in jeopardy, produce unconsciousness, result in substantial blood loss, involve the fracture of a leg or arm, the amputation of a leg, arm hand or foot, consist of burns to a major portion of the body or cause the loss of sight in an eye.
• WHMIS provides information and training about chemicals or hazardous materials in the workplace
• Specifically it provides warning labels, information sheets (MSDS) and instruction on how to use, store and dispose of hazardous materials safely/
• Complete the WHMIS online training as part of your mandatory training requirements
• NYGHs has an online MSDS database. Go to ERIC under the etools → Material Safety Data Sheet Management system → search for MSDSs by site and department or do a basic search if you
  ▶ MSDS Management Service

[Image of North York General Hospital]
Joint Health and Safety Committee

• JHSC’s plays an important role in helping to keep workplaces safe by:
  • Regularly inspecting the workplace
  • Making recommendations to the employer to improve health and safety

• Because there is a worker and management member on the committee everyone has a role in identifying and solving health and safety issues
Internal Resources

- Centre for Education (416-756-6929 or cfe@nygh.on.ca)

- Occupational Health, Safety and Wellness (416-756-6070 or occhealth@nygh.on.ca)
  Note: Occupational Health and Safety Policies can be found on the intranet under Policies and Procedures

- Protection Services (for General, 4000 Leslie, SHC, ext. 4444; for Branson Site – ext. 2222)
External Resources

- Your school
- Emergency Medical Services - 911
- Ministry of Labour (1-877-202-0008 or www.labour.gov.on.ca)
- Health and Safety Ontario (www.healthandsafetyontario.ca)
  - 4 different H&S associations that provide sector specific consulting, training, products and services (e.g. Public Services Health and Safety Association – serves health, education and municipal sectors)
- Workplace Safety Insurance Board (1-800-387-0750 or www.wsib.on.ca)
- Canadian Centre for Occupational Health and Safety (1-800-668-4284 or www.ccohs.ca)
What’s Next

• Now that you have completed this general awareness program, you are ready to be given more specific information and instruction by your supervisor. You should hear about:
  • Specific hazards/hazardous materials in your work area including needle safety and preventing musculoskeletal disorders
  • Procedure to follow when reporting health and safety concerns, incidents or injuries
  • What personal protective equipment you may required to wear
  • Where the departmental safety procedures are located
  • Where the eyewash station or eyewash bottle is located in the event of a accidental exposure to the eye
Remember…

• When it comes to your health and safety, there is no such thing as a silly question. That question could save your life – so ask it.
THANK YOU