

HAZARD EVALUATION FORM FOR GENERAL WORK AREAS AND SPECIFIC JOB SAFETY CLASSIFICATIONS

General Area or Specific Job Classification: Health Personnel

Date Prepared: _____

Prepared by: _____

Description of Job/Task	Potential Occupational Safety/ Health Hazard	Preventive Work Conditions, Safe Work Practices or Personal Protective Equipment
Caregiving	Contracting Communicable Diseases	Universal Precautions
Caregiving	Strains and Sprains	Correct use of body mechanics for lifting, pulling, pushing, carrying and moving. Do warm-up exercises before playing with children.
	Falls	Only perform tasks and play of which you feel physically capable.
	Asbestos Exposure	Evacuate room if floor or ceiling is disturbed in any way. Avoid contact to skin or inhaling loose materials which may be asbestos.
Computer Work	Repetitive wrist movements	Change tasks frequently Keep elbows at a 90° angle when using keyboard. Do wrist exercises every two (2) hours.

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Description of Job/Task	Potential Occupational Safety/ Health Hazard	Preventive Work Conditions, Safe Work Practices or Personal Protective Equipment	
Computing or Word Processing	Back, Neck, Wrist, Shoulder injuries	Use a chair at the correct height for you.	
		Have feet flat on the floor.	
		Elbows should be at a 90° angle and wrists straight.	
Moving around space	Falls	Keep file drawers closed when not in use.	
		Tape and/or cover wires along the floor.	
		Don't open more than one file drawer at a time.	
		Have all tall pieces of furniture secured to the wall.	
		Store heavy equipment and supplies on bottom shelves.	
Mixing Chemicals	Eye Injury	Know location of MSDS for particular chemical.	
		Skin Burn	Wear protective goggles and disposable gloves.
			Use measuring cups and funnels provided.
			Do process near sink. Flush area with running water if splashed.
			Follow directions for first aid on MSDS.
Working with Copier/Fax	Cuts, Burns, Crushing	Follow manufacturer's procedures for problem solving on their machine.	
Supply Handler	Sprains, strains	Use the dolly when moving more than 25 lbs.	