



The Risk Connection

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Presented by Risk Management & Employee Benefits

- News You Can Use
- Safety Information
- Benefits Information
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Medical Provider Network

The County of Fresno has established a Medical Provider Network (MPN) for our Workers' Compensation Program. An MPN is a group of physicians and other medical providers who treat work-related injuries. Physicians within the MPN are familiar with the workers' compensation reporting requirements that direct the processing of claims. Our MPN is administered by Total Managed Care. The MPN includes a variety of services including primary and specialty care, emergency treatment, surgery and rehabilitation. Medical providers can be found in Fresno and also

surrounding towns such as Selma, Kingsburg, Firebaugh, Reedley and Clovis. You can access a directory online at: www.talispoint.com/aarla/countyoffresno. Providers can be searched by address, name or region. County employees who sustain a work-related injury that needs medical attention are required to treat with a physician within the MPN unless they have pre-designated their personal physician prior to the injury. In order to pre-designate, an employee's physician must agree to treat work-related injuries. The physician must also be the



employee's primary care physician who has previously directed their medical treatment and who retains their medical records. Pre-designation forms are available in our Risk Management division of Personnel Services. A Medical Treatment Authorization Form listing medical facilities within our MPN will be provided by a supervisor when an employee reports an injury that requires medical attention and completes a Workers' Compensation Claim Form.

Updated Hazard Communication Standard

There have been some changes to the Hazard Communication Standard outlined in the Title 8 California Code of Regulations which all staff should be informed about as it applies to Management Directive 1640. Federal OSHA adopted what is called the "Globally Harmonized System of Classification and Labeling of Chemicals" (GHS). As the name implies, the idea is to have a uniform system across the globe for Safety Data Sheets (SDS), formerly known as Material Safety Data Sheets. Additionally, substances should have uniform labels which include

pictograms. The SDS will essentially be the same but there are four additional sections (12-15) which will not be enforced by OSHA. These are basically the only major changes.

Training staff on these changes should take about five-ten minutes, which would make this a good safety meeting topic. Federal OSHA has developed "Quick Cards" (3 links below) that can be used to train staff. Please keep in mind that these changes apply to all work settings. Cal OSHA has set a deadline of December 1, 2013, for employers to

train staff. Full compliance with the new SDS and labeling requirements will be required by June 1, 2015.

- <https://www.osha.gov/Publications/OSHA3493QuickCardSafety-DataSheet.pdf>
- <https://www.osha.gov/Publications/OSHA3492QuickCardLabel.pdf>
- <https://www.osha.gov/Publications/OSHA3491QuickCardPictogram.pdf>

Flu Season is upon us! Are you protected?

Did you know that people infected with the flu may be able to spread it on day one, but may not even know they are sick as symptoms may not begin until 5–7 days after they are infected? Since you may not know that you are ill, the Centers for Disease Control (CDC) recommends some of the following to help reduce the chance of getting and spreading the illness.

- Cover your nose and mouth with a tissue when you cough or sneeze. Don't have a tissue handy? Sneeze into your sleeve! Do what you must so that you are not spreading germs into the air.
- Avoid touching your eyes, nose and mouth.
- Consider cleaning and disinfecting surfaces that are touched frequently by others such as keyboards, mice, printer controls, etc., that may contain germs.
- Wash your hands! Use cold or warm water and apply soap. Be sure to scrub both the backs and palms of your hands for at least 20 seconds (the length of the "Happy Birthday" song, sung twice).



NOTE: Hand sanitizers can be used if soap and water are not available. Sanitizers that contain 60% alcohol are preferred. Keep in mind that sanitizers do not eliminate all types of germs.

- Consider getting the flu vaccination each year. **May you have a flu-free winter!**

Winter Driving Tips

It's December in Fresno County. Weather conditions are rapidly changing. Soon we will be facing driving conditions that are less than favorable, so here are some tips for staying safe during inclement weather:

- **Slow down.** The faster you go, the longer it takes to stop your vehicle. Add rain and a wet pavement and it takes even longer. In the rain, **don't use your cruise control**, slow down by taking your foot off the accelerator, and avoid slamming on your brakes.
- **Back off!** Maintain enough space between yourself and the vehicle in front of you to stop safely: three seconds in good weather, longer than that if it's raining.
- **Replace your windshield wipers.** Unless you've recently done this (within the last few months), you're taking a chance that the day the rain or fog hits, your wipers will decide to shred. Be prepared.
- **Use your headlights, even during the day.** Make it a habit to turn your lights on to make your vehicle clearly visible when it's rainy, gloomy or foggy. If it's foggy, **use the low beams** because high beam light will reflect back to you in the fog.
- **Wipe off dewy windows before driving.** Keep an old towel or a squeegee in the car so you can clear the dampness off the windows before you take off. With damp, dewy windows, visibility is greatly reduced. The chance of an accident is greatly increased if you can't clearly see all the way around your vehicle. Please don't drive off until your windows are clear.
- **Check your tires.** Make sure they have proper inflation and good tread. Use the old penny trick: Place a penny in the tire tread so that the top of Mr. Lincoln's head is toward the tire; if you can see the top of his head, your tread is too thin.
- **Roll down the window in heavy fog.** This will enable you to hear traffic sooner than you may see it. It's better to be a little chilly than a lot injured!
- **Stay OFF the cell phone!!!** We've all heard this over and over for our regular driving, but it's crucial when driving in bad weather. Focus on what's going on around you, in front, in back, and to both sides. Be ready to take action if it becomes necessary. Do not be distracted by texting or talking. Stay off the cell phone, period!
- **Give yourself extra time** to be properly prepared for winter driving, and **enjoy the ride!**

Clutter Causes Chaos

Clutter can stress us out and steal our time and money. Have you ever turned your house upside down to find a particular tool, gadget, extension cord, only not to find it and end up purchasing a new one? Have you been late on a bill because your papers were disorganized? I'm sure we have all experienced some ramifications from clutter once in our lives.



Here are a few tips on how to de-clutter your home. Focus on one room at a time. Depending on the depth of clutter, start by organizing loose papers, throwing things away, and clearing off flat surfaces. Then dive into your closet, dresser, and bookshelves for a deeper, more thorough de-cluttering session. When you buy something new, practice the "in-out rule", for every one new item, get rid of an old one. When cleaning, ask yourself if you really need a particular item. If you hesitate, you don't.



Items that trigger memories can be the hardest to let go of, like a child's art project, souvenirs, cute Christmas cards, or old t-shirts from places you loved. Instead of storing all of these items, take pictures of them. For instance, take a picture of an item with the child who made it and store the photo in an album. This will ultimately enhance the memory, because you'll have captured your child at the age he or she created the project.

The act of cleaning and de-cluttering a room, closet or garage is a stress management technique in itself. De-cluttering can make you feel happy, organized and relaxed. It can be used as a form of meditation as well as physical activity. After your home is de-cluttered, you may feel more in control of what's going on in the home which also leads to greater happiness.



Happy Holidays!

The Personnel Department Wishes All of You a Safe and Happy Holiday Season

Personnel Services Department

Risk Management

County Plaza 16th Floor
559-600-1850 Stop 188

Employee Benefits

County Plaza 14th Floor
559-600-1810 Stop 188

To access previous copies of The Risk Connection please see the Risk Management website under Reports and Resources.

Safety Class Schedule

Office Ergonomics

1/16/14 9:00-11:00 AM

2/13/14 9:00-11:00 AM

Workplace Violence

2/12/14 9:00-11:00 AM

Supervisor Safety

2/27/14 8:00-12:00 PM

Hazard Communication

1/14/14 9:00-11:00 AM

Back Safety

1/30/14 9:00-11:00 AM

Office Safety

1/29/14 9:00-11:00 AM

CPR and First Aid

1/3/14 8:30-4:00 PM

1/17/14 8:30-4:00 PM

1/31/14 8:30-4:00 PM

2/7/14 8:30-4:00 PM

2/14/14 8:30-4:00 PM

2/21/14 8:30-4:00 PM

Spaces for these classes may be reserved by emailing the Personnel-Training mailbox. All courses are free. See the Training Schedule on Personnel's Risk Management website for more information.

The Safety Corner By Devon Benbrook, County Safety Officer

Got Safe Work Shoes?

Walking on floor surfaces that are in perfectly good order can be a challenge at times, let alone flooring that may be slippery or have some type of deficiency. So why wouldn't you have appropriate footwear to avoid a costly fall? While it seems like common sense, inappropriate footwear often plays a role in injuries to County staff, as noted in injury reports. Keep in mind that there is a County-wide policy outlined in the County Safety Rules (Rule 5 B) that requires the following:

1. Safe shoes will be worn at all times so that the potential for injury due to tripping/falling and hazards of dropped heavy objects or crushing injuries are minimized.
2. Bare feet, moccasins, beach sandals, canvas-type shoes, and footwear that may slide off the foot under normal working conditions are prohibited in any work environment.

Also, with fall and winter arriving, consider these important tips:

- Don't be in a hurry! Allow for extra time to get to meetings and appointments.
- Wear shoes with good treads on rainy days.
- If available, use the mat upon entering the building to dry the soles of your shoes.
- Pay attention to wet floor signs that may be placed on walking surfaces.
- Don't shake umbrellas inside buildings! Shake them off outside.
- Remember, you are the only one who can ward off costly accidents to yourself. If you see any problems with indoor walking surfaces such as slippery floors or trip hazards, please report them ASAP!