

CONTROLLING SLIPS, TRIPS AND FALLS

Purpose

This module begins with a review of the hierarchy of controls as they relate to slips, trips and falls. You will be provided with a review of the hierarchy, then learn how to identify controls for slips, trips and falls at each of the hierarchy levels. You will learn the features to consider when selecting a floor, and ways to make existing floors more slip-resistant. You will learn how to keep your employees safe when they are working at heights. Since footwear is an important component of preventing slips, trips and falls, you will learn how to choose a good slip-resistant shoe. Finally, you will learn about fraud and how you can deter fraud from occurring in your organization.

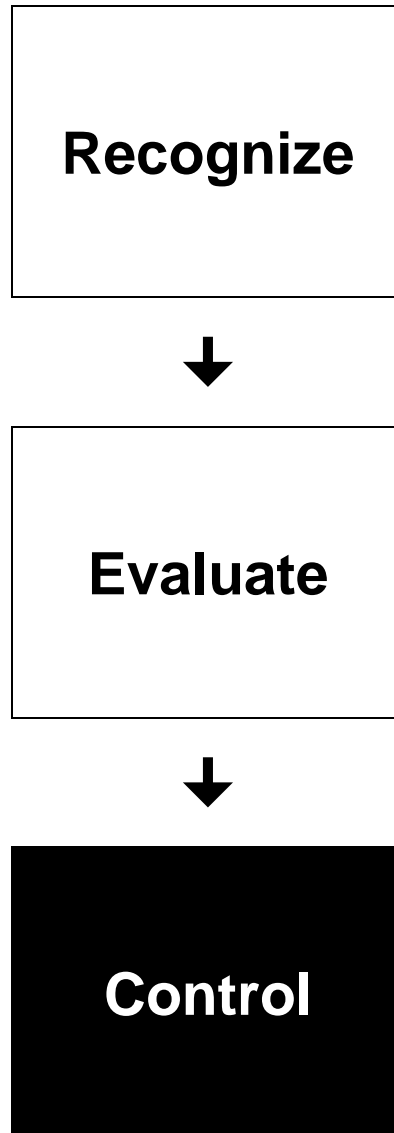
Objectives

After completing this module, you will be able to:

- Identify the hierarchy of controls as it relates to slips, trips and falls.
- Identify the various floor types and their corresponding characteristics.
- Identify three actions you can take to make your existing floors less slippery.
- Implement controls that make employees safe when they are working at heights.
- Determine how to select and recommend an appropriate work shoe.
- Recognize the role that fraud plays in floor safety.

Hazard Recognition, Evaluation, and Control

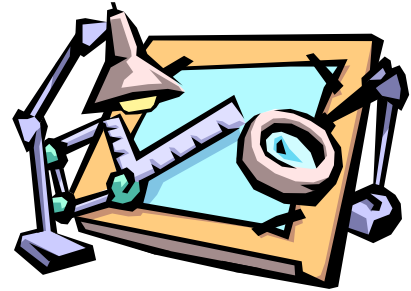
After evaluating the hazards in your organization, the final step is to control them.



Slip, Trip and Fall Controls

A control is a measure or an action that is taken to eliminate current hazards and to prevent future hazards. There are three types of control. Test your safety management knowledge by identifying the three types of control in their order of importance.

Most Important Type of Control:



Second Most Important Type of Control:

Third Most Important Type of Control:



Note: Effective controls could involve a combination of more than one of the above controls. Sometimes you may need all three.

Controls for Risk Factors Relating to the Environment



- Light
- Floors
- Floor coverings
- Stairs and escalators
- Clutter
- Weather
- Sidewalks
- Ramps

Engineering Controls

- Install adequate lighting in all walkways including high traffic areas, hallways, parking lots, sidewalks, stairs and ramps.
- Mark clearly aisles, passageways, stairs and escalators.
- Install floors that resist slipperiness under typical work conditions (e.g. if a work area typically has a wet floor, then the floor should resist slipperiness in wet conditions).
- Replace walkways when they start to crack, crumble and heave.
- Anchor carpeting and mats so that they lay flat and stay secure.
- Replace worn and frayed carpets.
- Install a high-traction floor.
- Apply a high-traction floor treatment, cleaner or coating.
- Design the workplace so that it is all on one level.
- Install stairs of uniform size and shape.
- Provide handrails for all stairs, stairwells, escalators and ramps.
- Provide lighting at top and bottom of escalators for visibility.
- Design stairs so that stair bottom is clear of swinging doors.
- Install covers or guard rails for floor and wall openings.
- Clearly mark surface changes such as door thresholds, minor changes in floor elevation, and speed bumps in parking lot.
- Install gutters where run-off will not freeze on walking surfaces.
- Install slip-resistant adhesive strips on slippery steps.

Controls for Risk Factors Relating to the Environment—continued



- Light
- Floors
- Floor coverings
- Stairs and escalators
- Clutter
- Weather
- Sidewalks
- Ramps

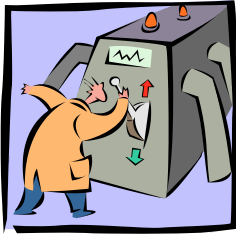
Administrative Controls

- Establish a documented, scheduled program for checking lights.
- Replace broken and burned out lights immediately.
- Develop a floor cleaning and maintenance schedule.
- Keep walking surfaces clean and dry.
- Maintain sweep logs to ensure cleaning is done regularly and on schedule.
- Clean spills immediately.
- Form and use “spill watch” action teams.
- Install surveillance cameras to detect spills in high-spill areas.
- Have a documented, scheduled program for stripping floors and reapplying slip-resistant treatments.
- Keep walkways and stairwells free of clutter.
- Place signs and barriers around walking hazards.
- Audit floor surfaces regularly to monitor slip resistance levels.
- Hold supervisors and managers accountable for keeping their work areas free of hazards.
- Train custodial staff in the proper use of chemicals to clean and treat floors.

Personal Protective Equipment

- Provide goggles to reduce glare in areas with intense light.
- Provide or require employees to wear slip-resistant shoes.

Controls for Risk Factors Relating to Equipment



- Leakage
- Misuse
- Faulty equipment
- Position
- Stability
- Footwear
- Furniture

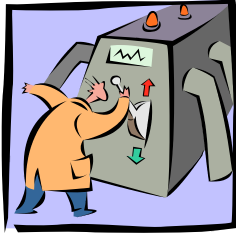
Engineering Controls

- Fix or replace faulty equipment.
- Locate equipment in an area where it does not jut out into walkways.
- Provide the proper equipment for the job (e.g. provide ladders that are tall enough to reach the required heights without jury-rigging).
- Fix leaky pipes and clogged drains that may cause water to drip or spill onto walking surfaces.
- Locate in low traffic areas equipment that is likely to leak liquids.
- Locate equipment such as valves at ground level to prevent the need to work on them at height.
- Build escalators with low-friction sidewalls to prevent shoes from sticking on them.
- Install emergency shutoff switches at the top and bottom of every escalator.
- Install on escalators sensory devices that detect foreign objects and shut the escalator off automatically.

Administrative Controls

- Provide education and training on the proper use of tools and equipment.
- Keep tools and equipment clean and well-maintained.
- Inspect equipment and tools regularly.
- Keep thorough records of your inspections and maintenance.

Controls for Risk Factors Relating to Equipment—continued



- Leakage
- Misuse
- Faulty equipment
- Position
- Stability
- Footwear
- Furniture

Administrative Controls

—*continued*

- Regularly move waste, debris and scrap that come from using and maintaining the equipment.
- Keep walkways free of cords, wires, cables, open drawers and other obstacles.
- Provide signs reminding employees of proper operation of equipment.
- Require employees to complete equipment maintenance checklists regularly.
- Provide barricades and warning signs to isolate equipment that may be a tripping or stumbling hazard.
- Provide sufficient containers throughout the organization so that trash and oily rags from equipment maintenance don't accumulate in walkways or on walking surfaces.
- Have written rescue procedures for employees who fall from ladders and scaffolding equipment.
- Ensure that mobile equipment has seat belts and roll bars.
- Ensure that extended ladders have safety platforms.
- Provide fall-arrest equipment to employees working on elevated equipment (e.g. cherry pickers, extended ladders, scaffolds).
- Install guard rail systems and toe boards.
- Use nets.

Personal Protective Equipment

Controls for Risk Factors Relating to Work Practices



- Emphasis on productivity at all costs
- Poor housekeeping procedures
- Cleaning methods
- Lack of training
- Lack of enforcement
- Lack of space
- Lack of signage

Engineering Controls

- Change work processes to minimize the necessity of rushing.
- Automate tasks that require climbing to a higher elevation.
- Routinely inspect and maintain floor mats so that they retain their slip resistant quality and to ensure that they have not moved, buckled or curled.
- Promptly replace damaged mats so they do not become a tripping hazard in themselves.

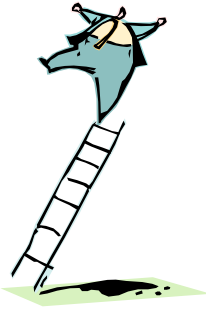
Administrative Controls

- Have and use a documented housekeeping program.
- Provide education and training on proper housekeeping and floor safety.
- Provide education and training on the proper methods for floor cleaning, maintenance and inspections.
- Keep thorough floor maintenance and inspection records.
- Provide adequate work-rest periods to prevent employees from slipping or stumbling due to fatigue.
- Provide signs reminding employees to wear their PPE.
- Have spill kits and signs readily available.
- Recommend the use of slip-resistant footwear.

Personal Protective Equipment

- Establish procedures to ensure employees wear PPE.
- Establish routine audits to ensure employees wear PPE.
- Apply consequences for employees not wearing PPE.

Controls for Risk Factors Relating to the Individual



- Rushing
- Sloppiness
- Age
- Vision
- Choice of footwear
- Fatigue or stress
- Inattentiveness
- Failure to use safety equipment
- Opportunism

Engineering Controls

- Provide equipment that won't operate unless fall-protection guards are in place (e.g. a forklift cage that won't start until employee has fastened appropriate seat belts or fall protection).

Administrative Controls

- Provide enough space so that employees can avoid storing boxes and other obstacles in walkways.
- Provide education and training on the importance of keeping workstations clean.
- Provide adequate work-rest periods so that employees stay alert and refreshed.
- Implement performance standards to require employees to keep their workstations clean, wear their PPE and use proper safety precautions.

Personal Protective Equipment

- Keep thorough records.
- Reward employees for keeping a clean work area.
- Reward employees for wearing their PPE.
- Reward employees for following safety precautions.
- Post escalator safety procedures at every escalator.
- Establish procedures to ensure employees wear PPE.
- Establish routine audits to ensure employees wear PPE.
- Apply consequences for employees not wearing PPE.

Note: There is a complete set of these control lists on the *Tools and Resources* USB drive that came with this Participant Guide.

Selecting the Right Floor—An Engineering Control

Floor selection is the single most important engineering control you have for preventing slips, trips and fall. If you are building a new structure, or if you are replacing the floors in an existing structure, take the time to ensure your selection is a safe one. Following are some features to guide you in floor selection.

Slip Resistance	<ul style="list-style-type: none"> ■ This is the most important safety factor in choosing a floor. ■ Make sure your floor choice has a wet, static COF of 0.6 or higher.
Ease of Cleaning	<ul style="list-style-type: none"> ■ If floors are difficult to clean, employees will resist the task. ■ If dirt and grease are difficult to remove from floors, they could build up causing a slip hazard.
Ease of Maintenance	<ul style="list-style-type: none"> ■ Select an NFSI Certified floor cleaner designed for your type of floor. ■ Choose a floor that doesn't require constant adjusting (e.g. floor tiles becoming uneven).
Durability	<ul style="list-style-type: none"> ■ Select a floor that will hold up under normal use. ■ Look for a PEI of 4 or 5.
Absorption	<ul style="list-style-type: none"> ■ Floors that absorb too much moisture will also absorb contaminants. ■ A high amount of moisture in a tile will cause it to crack.
Frost Resistance	<ul style="list-style-type: none"> ■ Outdoor surfaces may have to stand up to repeated freezing and thawing, or to extreme heat. ■ Surfaces that expand and contract with temperature changes are more likely to crack, crumble and decay over time. ■ Surfaces with low moisture absorption are less likely to expand and contract.

Note: Information regarding how to get NFSI Certification is on the *Tools and Resources* USB drive that came with this Participant Guide.

What is PEI?

PEI is a durability rating assigned by the Porcelain Enamel Institute. The rating can guide buyers to select the appropriate tile for their needs. In general, a tile with a Class 4 PEI can be used for medium-traffic commercial floors or light-traffic industrial floors. A tile with a Class 5 PEI can be used for heavier traffic. Tiles with lower PEI ratings are not suitable for industrial use. Note that a high PEI rating does not guarantee slip resistance, but it does indicate that the tile will hold up under normal use.

Floor Types

Once you know what your floor requirements are, select the floor that best meets them. You have many choices. Here is a summary of the most common, as well as information about how to care for them.

Floor Type	When to Use	Safety Treatment	How to Clean/Maintain
Ceramic tile	<ul style="list-style-type: none"> ■ Commercial ■ Office ■ Entrances ■ Retail ■ Residential 	<ul style="list-style-type: none"> ■ Acid Etch 	<ul style="list-style-type: none"> ■ Neutral cleaner ■ Mild acidic detergent ■ Auto-scrubber
Porcelain tile	<ul style="list-style-type: none"> ■ Commercial ■ Offices ■ Entrances ■ Retail ■ Residential 	<ul style="list-style-type: none"> ■ Acid Etch 	<ul style="list-style-type: none"> ■ Neutral cleaner ■ Mild acidic detergent ■ Auto-scrubber
Marble	<ul style="list-style-type: none"> ■ Office ■ Retail ■ Residential 	<ul style="list-style-type: none"> ■ High-traction finish 	<ul style="list-style-type: none"> ■ Specialized cleaner ■ Routine buffing/polishing ■ Periodic grinding with diamond pads ■ Commercial floor finish
Terrazzo	<ul style="list-style-type: none"> ■ Commercial ■ Hallways/corridors 	<ul style="list-style-type: none"> ■ High-traction finish 	<ul style="list-style-type: none"> ■ Neutral cleaner ■ Commercial floor finish ■ Auto-scrubber
Vinyl tile (VCT)	<ul style="list-style-type: none"> ■ Retail ■ Office ■ Light manufacturing 	<ul style="list-style-type: none"> ■ High-traction finish 	<ul style="list-style-type: none"> ■ Commercial floor finish ■ Neutral cleaner ■ Frequent buffing ■ Periodic stripping ■ Auto-scrubber

Floor Types—continued

Floor Type	When to Use	Safety Treatment	How to Clean/Maintain
Concrete	<ul style="list-style-type: none"> ■ Industrial ■ Commercial ■ Retail ■ Exterior walkways ■ Manufacturing 	<ul style="list-style-type: none"> ■ High-traction hardener or densifier application along with grinding ■ Acid etch 	<ul style="list-style-type: none"> ■ Cleaner degreaser ■ Solvent based cleaner for industrial applications ■ Auto-scrubber
Wood	<ul style="list-style-type: none"> ■ Retail ■ Office ■ Residential 	<ul style="list-style-type: none"> ■ High-traction coating 	<ul style="list-style-type: none"> ■ Specialized cleaner ■ Frequent dust mopping ■ Commercial floor finish
Laminate	<ul style="list-style-type: none"> ■ Retail ■ Office ■ Residential 	<ul style="list-style-type: none"> ■ N/A 	<ul style="list-style-type: none"> ■ Neutral cleaner ■ Frequent dust mopping
Rubber	<ul style="list-style-type: none"> ■ Commercial ■ Industrial ■ Hallways/corridors ■ Light manufacturing 	<ul style="list-style-type: none"> ■ N/A 	<ul style="list-style-type: none"> ■ Specialized cleaner ■ Rubber is self polishing and can be buffed to increase gloss level ■ Commercial floor finish
Carpet	<ul style="list-style-type: none"> ■ Retail ■ Office ■ Hallways/corridors ■ Residential 	<ul style="list-style-type: none"> ■ N/A 	<ul style="list-style-type: none"> ■ Vacuum frequently ■ Periodically wet or dry extract

Note: It is recommended that you select treatments, finishes, and cleaners that are NFSI Certified as “High-Traction.”

Note: There is a copy of this chart on the *Tools and Resources* USB drive that came with this Participant Guide.

Making the Best of Existing Floors

If your organization isn't building a new structure and it's not in your budget to invest in a new floor, you can still implement some engineering controls for floors and stairs. There are three basic engineering controls you can apply to existing walking surfaces.



1. Apply Slip Resistant Floor Treatments

- Treatments can be applied to any floor to increase their slip-resistant properties.
- There are many different types of treatment including etching, mechanical abrasion, grooving, and chemical coating.
- To determine which treatment is appropriate for your floor, consult with your floor manufacturer, or contact a professional floor organization such as the National Floor Safety Institute.

2. Use Floor Mats

- Use at entrances to clean and dry shoes.
- Must adhere to floor securely and flatly.
- Use one with beveled edges to prevent tripping from the slight elevation change.
- Choose one with appropriate absorbency.
- When fabric mats become saturated, they stop serving their purpose.
- Rubber mats that provide slip-resistance around water can become very slippery if they get grease on them.
- To prevent surf-boarding, make sure that water is not present underneath the mat.
- Make sure mats are at least 6-8 feet in length.



3. Use Slip-Resistant Strips on Steps and Stair Nosings

- These are abrasive materials that come in strips, sheets or a variety of other shapes.
- Must be adhered securely to the walking surface.
- Replace strips when they become worn or damaged.
- Strips are not designed for use on floors because they don't cover enough space, they don't stick, and they are difficult to maintain.

Ladder Safety

To prevent falls from ladders, make sure you have the following controls in place:

- Only use ladders in good condition and designed to handle the climbing job that needs to be done.
- Train employees on proper ladder use.
- Make proper ladder use a performance requirement for the job.
- Require employees to complete a ladder inspection before each use.



Criteria for Ladder Purchase and Care

- Check OSHA standards for the type of ladder you are using.
- Use only Underwriter's Laboratory approved ladders (will have the UL seal).
- Protect wood ladders with a clear sealer, such as varnish, shellac, linseed oil or wood preservative because paint can hide defects.

Ladder Usage

- Be sure step ladders are fully open and locked before climbing them.
- Place ladder on a flat, secure surface.
- Place ladder on a hard surface as it will sink into a soft surface.
- Place ladder on non-movable base.
- Lean ladder against a secure surface, not boxes or barrels.
- Do not place ladder in front of a door.
- Position base of ladder one foot away for every four feet of height (1:4 ratio).
- Ladder rails should extend at least three feet above top landing.
- Check shoes to ensure they are free of grease or mud.
- Mount the ladder from the center, not from the side.
- Face ladder when ascending or descending, and hold on with both hands.
- Carry tools in pockets, in a bag attached to a belt, or raised and lowered by rope.
- Don't climb higher than the third rung from the top.
- Work facing the ladder.
- Do not overreach, always keep your torso between the ladder rails.
- When using a ladder for high places, securely lash/fasten the ladder to prevent slipping.
- Avoid outdoor ladder use on windy days.
- Avoid aluminum ladders when working around electrical wires or power lines.

Note: There is a copy of this checklist on the *Tools and Resources* USB drive that came with this Participant Guide.

Fall Arrest Systems—A PPE Control

Fall arrest systems must be used when an employee is working at height. A fall arrest system brings an employee to a safe stop before he or she hits the ground. To understand the requirements for fall arrest systems, it is important to understand the terminology.

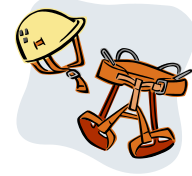


Term	Definition
Full body harness	What an employee wears when working at height
Lanyard	The lifeline that prevents a person from falling to the ground
Anchorage	The structure to which the lifeline is attached
Connectors	The hardware that connects the lanyard to the employee's body harness and to the anchorage
Clearance	The distance between an employee's work platform and the nearest structure below
Free fall	The distance a person falls before his or her fall arrest system activates
Deceleration distance	The distance a person continues to fall after the fall arrest system activates
Arresting forces	The forces generated on the body when a person's fall stops
Swing fall	The swinging motion that occurs when a person falls

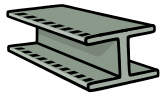
Four Components of a Fall Arrest System

1. Full Body Harness

- What the employee wears.
- Must be a full body harness, not simply a belt.
- Distributes the arresting forces over the thighs, buttocks, chest and shoulders.
- Minimizes impact of the fall.



2. Anchorage



- A structure to which the lifelines are attached.
- Should be directly above the person.
- If below the person, fall distance is increased; also the person could hit anchorage during the fall.
- Must be capable of holding 5,000 pounds.

3. Connectors

- The hardware that connects the full body harness to the anchorage.
- The snap hooks must be self closing and have a locking feature.
- The lanyards are made of rope, webbing or cable.
- When used for fall arrest, lanyards must be shock absorbant, which will reduce the forces of the fall.
- Must have a minimum strength of 5,000 pounds.
- Never tie a knot in a lanyard or run it over a sharp edge.



4. Rescue Plan

- This is a plan for rescuing an employee who has fallen.
- This plan must be reviewed on a regular basis.
- Plan should be practiced at scheduled intervals.

Other Fall Arrest System Requirements

Maximum Arresting Force

The maximum arresting force allowed when a person is using a full body harness is 1,800 pounds.



Maximum Fall Distance

Maximum free fall distance = 6 feet	+	
Deceleration distance = 3.5 feet	+	
Safety factor = 2 feet		
—————		
11.5 feet		

The maximum distance a person can fall with a fall arrest system is 11.5 feet. This distance is calculated as shown.

How to Determine if an Anchorage Can Hold 5,000 Pounds



The anchorage for your system must be capable of holding 5,000 pounds. But how do you determine what a structure is capable of holding? The capacity of your anchorage should be certified by an engineer.

Selecting a Slip-Resistant Shoe



What makes a good slip-resistant shoe? The answer is that it has sole...outsole that is. Here are the features to look for in a good work shoe.

Overall Shoe	<ul style="list-style-type: none">■ A flat heel.■ Tread that covers the entire shoe bottom.
Tread	<ul style="list-style-type: none">■ Tread with a pattern.■ The pattern whisks water away which is important because a tread that retains water tends to hydroplane.
Tread Spacing	<ul style="list-style-type: none">■ Wide grooves between the treads.■ Minimum of two millimeters of space between grooves.■ If treads are too close, shoe will tend to retain water.
Tread Depth	<ul style="list-style-type: none">■ Tread should be about three millimeters deep.■ If a tread not deep enough, liquid will not easily disperse.
Tread Wear and Tear	<ul style="list-style-type: none">■ When tread wears off, replace the shoe.■ A worn out shoe is slippery.
Tread Material	<ul style="list-style-type: none">■ Different working environments require different tread material.■ Slip resistant shoes are made of Nitrile rubber. Hint: Smell the sole of the shoe, if it smells like a car tire, it is made of Nitrile rubber■ A person working in an environment where there is oil needs an oil resistant sole.
Comfort	<ul style="list-style-type: none">■ Comfort isn't a slip resistant feature, but if employees find shoes to be uncomfortable, they won't wear them.■ An unworn shoe is not slip-resistant.■ Pick a shoe that fits well and is comfortable.
Other Safety Features	<ul style="list-style-type: none">■ Select a shoe with a crush-resistant toe, if required.■ Be sure the shoe has good ankle support.



The Role of Fraud

There is good news and bad news about fraud. The good news is that most slip, trip and fall incidents are caused by something other than fraud. The bad news is that there are individuals who commit fraud. The National Floor Safety Institute identifies two kinds of fraud. Let's examine both.

Hard Fraud	Soft Fraud
<ul style="list-style-type: none"> ■ Location is pre-planned. ■ Hazards are often created by claimant. ■ Injuries are often soft tissue. ■ Claimant has a history of crime. ■ Claimant is familiar with the claims process. 	<ul style="list-style-type: none"> ■ Claimant is often your employee. ■ Injuries are real but not severe. ■ Claimant often does not seek prompt medical attention. ■ Claimant often does not have health coverage. 



What is the best way to prevent fraud in your organization?

Activity: Case Study

Directions: Read the case study on this page, then complete the worksheets on the following pages. Assume that you are a safety employee walking through the area.

Background of the Company

This company is a general contracting construction company. The company has been in business for approximately four years and currently employs 90 employees, including four dry wall finishers. The company uses written safety rules and procedures and provides on-the-job training to employees. The construction job site superintendent is responsible for administering the safety program which includes conducting weekly job site safety meetings with all the employees.

Background of the Current Project

The construction company had been contracted to build a multilevel brick high school. Construction started two years ago and is scheduled to be completed in three months. Most of the exterior work has been completed and the interior finishing work is in progress.

What You Observe

Two dry wall finishers are putting filler compound over the heads of the screws that secure sheetrock panels to the interior walls. They are working in the same room from separate scaffolds. The scaffolds are mobile metal scaffolds, 17-feet high, 7-foot long, and 5-feet wide, which are equipped with 8-inch rubber tires with locking casters. One of the finishers is working on a platform that is made up of two 2-inch by 10-inch, 7-foot-long wooden boards and one 2-foot-wide by 7-foot-long standard aluminum plank mounted across the top railing of the scaffold. Additionally, the employee has placed an 8-foot wooden stepladder on top of the work platform to reach the upper sections of the wall, which is 25 feet high.

You overhear a co-worker telling the dry wall finisher that the casters on the scaffold are not locked. The dry wall finisher, who has almost four years' experience, replies, "I want them that way." The dry wall finisher proceeds to position the stepladder on the scaffold platform and lean the top of the ladder against the wall. This employee has never received a reprimand for violating safety rules.

Activity: Case Study—continued

Evaluate the Hazard

Directions: Pick one hazard from the previous page (Page 21) and evaluate it using the critical inventory method. Use the space on Page 23 to record your evaluation results.

Severity

Rating	Severity	Description
1	Negligible	<ul style="list-style-type: none"> This hazard is not likely to produce an injury, illness, lost production, or lost workday.
2	Marginal	<ul style="list-style-type: none"> This hazard might cause minor injury or illness, or minor property damage.
3	Critical	<ul style="list-style-type: none"> This hazard will likely cause severe injury or illness, major property damage, significant lost work time, but not a permanent disability or fatality.
4	Catastrophic	<ul style="list-style-type: none"> This hazard is likely to cause permanent disability, loss of life, loss of facility, or major environmental impact.

Exposure

Rating	Exposure	Description
1	Minimal	<ul style="list-style-type: none"> A few employees perform the task up to a few times a day.
2	Moderate	<ul style="list-style-type: none"> A few employees perform the task frequently, or Many employees perform the task occasionally.
3	High	<ul style="list-style-type: none"> Many employees perform the task frequently.

Probability

Rating	Probability	Description
1	Minimal	<ul style="list-style-type: none"> It is unlikely that this hazard will cause an incident.
2	Moderate	<ul style="list-style-type: none"> It is moderately likely that this hazard will cause an incident.
3	High	<ul style="list-style-type: none"> It is highly likely that this hazard will cause an incident.

Activity: Case Study—continued

Evaluate the Hazard

Points	Priority Rating	Description
10	Emergency	<ul style="list-style-type: none"> This situation must be handled immediately—no delays!
8-9	Extremely Important	<ul style="list-style-type: none"> This situation needs to be handled today.
6-7	Very Important	<ul style="list-style-type: none"> This situation needs to be handled within a week.
4-5	Somewhat Important	<ul style="list-style-type: none"> This situation needs to be handled within a month.
3	Least Important	<ul style="list-style-type: none"> This situation should be handled within three months.

Severity Score: _____

Exposure Score: _____

Probability Score: _____

Total Score: _____

When does this situation need to be handled? _____

Activity: Case Study—continued

Control the Hazard

Directions: In your group, respond to the questions below.

1. What controls can you implement to eliminate or reduce the hazard you evaluated on Pages 22 and 23?

Engineering controls

Administrative controls

PPE controls

2. Review all of the hazards you listed on Page 21. Now identify the controls this company can implement to eliminate or reduce the slip, trip and fall hazards in this environment.

Engineering controls

Administrative controls

PPE controls

Planning for Your Business

Directions: Based on what you've learned in this module, what will you do back on the job?

1. Identify two or three actions to take when you return to your worksite. You can select from the actions listed below or identify your own.
2. Identify the potential barriers you might encounter in taking these actions.
3. List ideas for overcoming the barriers you have identified.

Possible Actions

- Make copies of the checklists on Pages 4-9 and share them with your management team. Identify controls your organization can take to strengthen or create a proactive slip, trip and fall prevention system. Note that blank checklists are located on the *Tools and Resources* USB drive that came with this Participant Guide.
- The next time your organization plans to replace its floors, use Pages 11-12 to help determine the right type of floor for your organization.
- Use Page 13 to determine actions that can reduce the slipperiness of your floors.
- Use Page 14 to train your employees to use ladders safely. Note that this checklist is also located on the *Tools and Resources* USB DRIVE that came with this Participant Guide.
- If your organization has employees who work in elevated places, use Pages 15-17 to ensure that you are complying with fall arrest system guidelines.
- Use Page 18 to review the guidelines for slip-resistant shoes and create a set of guidelines for your employees.

Action Plan

Action	Potential Barriers	Overcoming the Barriers

