Hazard Assessment – Facilities Maintenance

This hazard assessment is meant for all positions under Facilities Maintenance.

Hazards Identified	Health Hazards	Mitigation	PPE Required/Other Protective Measures
Hand sanitizers.	Possible sensitivity, can dry out skin with frequent use, product is flammable.	Place hand lotion nearby to combat skin dryness. Locate automatic dispensers away from ignition sources.	Use automatic dispensers to prevent over exposure.
Low Level Disinfectants.	Most are eye, skin, and respiratory irritants, particularly when concentrated. Some products may produce sensitization.	Substitution with less harmful product. Properly designed and maintained ventilation systems. Purchase products in ready to use concentrations to minimize handling. Safe work procedures.	If sensitivity is noticed, relocate until which time the product is no longer present.
Personal care products, scents, and fragrances.	May cause a variety of mild to severe symptoms. Allergic, asthmatics and sensitive employees may experience reactions.	Employee education. Enforce policy regarding the excessive use of perfumes and colognes. Use low or no fragrance soaps in the bathroom soap dispensers at the sinks and in the showers.	Proper area ventilation. If sensitivity is noticed, relocate until which time the product is no longer present.
Dish soaps and coffee machine cleaner.	Can cause irritation to skin in sensitive individuals. Can cause GI tract irritation if not properly rinsed from containers prior to use.	Substitute coffee machine cleaner and use regular dish detergent for washing.	Ensure proper cleaning and rinsing of containers and utensils.
Use of copier/printer toner.	Toner dust can cause irritation to skin, eyes, and respiratory track. Be aware of pinch points.	Use per manufacturer guidelines.	Proper area ventilation. If dust is noted, relocate until which time the product is no longer present.
Use of laminator.	The heating plate can cause burns.	Use per manufacturer guidelines.	Do not touch heating plate when operating. Unplug after use.
Psychological stress: may include interpersonal conflict, objections, role design etc.	Can contribute to low self-esteem, anxiety, depression, and physical illness.	Seek help from EAP, peer support team, or supervisors. Engage in problem solving, maintain and nurture emotionally supportive relationships, and engage in stress-reducing activities.	Awareness training, use of EAP resources, and reporting of incidents.

Hazard Assessment – Facilities Maintenance

Distractions from safe work practices by surrounding noise, workload, or fatigue.	Overall fatigue, loss of focus, higher probability of illness or injury, and generalized stress over time.	Stop what you are doing. Before addressing or responding to another person, shut down or disengage any tools or equipment that you are using. Take a break. If you notice that you are becoming increasingly distracted, it may be a signal that you need to take a short break to relax for a moment and recharge. Consider getting something to drink, having a snack, stretching, or taking a short walk before returning to work.	If there is a persistent distraction at work that you can't manage on your own, talk to your supervisor. Work together to address the issue.
Electrical hazards arising from use of electrical cords and appliances.	This poses a risk of electric shock, burns, falls, and fire.	Secure loose cords. Provide employee training. Ensure that drop cords and extension cords are unplugged after use. Ensure that power strips and wall outlets are not overloaded.	Report electrical hazards to facilities right away.
Ergonomic hazards associated with computer use or workstation design. Static Posture, repetitive movements, and awkward posture.	Repeated motion tasks such as prolonged seating or using a computer can cause long-term physical injuries and physical stressors.	Ergonomically designed workstations, chairs, and equipment. Adjustment of workstation to include computer screen brightness, adding ergonomic type keyboards and wrist supports, and providing fully adjustable chairs. Employee education regarding ergonomic hazards and control strategies. Self-assessment tools to assist employees in identifying and controlling risk factors.	Periodic reminders sent on proper office ergonomics. Workstation assessments upon request. Periodic stretching. A break schedule that allows for multiple small breaks throughout the day.

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Hazard Assessment – Facilities Maintenance

Prolonged screen time.	This can cause eye strain, vision problems, dry eyes, headaches, and difficulty focusing.	Schedule screen-free breaks, choose the right lighting, and adjust the brightness of your screen as needed. Periodically rest your eyes by focusing on other, further away objects. Blink regularly and use eye drops to help with dry eyes.	Anti-glare screen, blue blocking glasses, set the screen at the correct distance (20-40 inches from eyes) and facing you.
Ergonomic hazards and pinch points associated with material handling of equipment and furniture.	When moving, lifting, carrying, pushing, pulling, etc. any object or material there is a risk for potential personal injury. This includes muscle sprains and strains or orthopedic injuries.	Ergonomically designed storage areas with adequate space. Ergonomically designed equipment and furniture with appropriate casters and handles. Provision of appropriate materials and handling equipment such as carts. Employee education and awareness including proper lifting procedures.	Early reporting of signs and symptoms of ergonomic concerns. Stretches and micro breaks.
Falling hazards associated with slips trips and falls.	Slips, trips, and falls pose a risk of bodily harm to muscular and orthopedic injuries.	Perform regular maintenance on flooring, stairwells, hallways, handrails, etc. Employee education. Adherence to spill prevention program that includes prompt spill cleanup, use of warning signs, etc. Minimize clutter and tripping hazards. Discourage the storage of materials in hallways or near doors. Stack equipment, boxes, materials appropriately and at the right level.	Use of proper footwear. Maintain good housekeeping practices. Properly store equipment, boxes, and materials on shelves.
Cuts from sharp instruments including scissors, paper cutter, needle sharps in the simulator.	Sharp instruments pose the risk of cuts and scrapes as well as blood borne pathogen exposure to other employees.	Employee education. Safe work procedures include keeping all sharps properly contained in the simulator area and restricting non-essential employees from access. Ensure proper safety guards on the paper cutter and that it is good working order.	Promote the purchase and use of instruments that have safeguards. Report all sharps injuries as outlined in the OJI process.

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Hazard Assessment – Facilities Maintenance

Exposure to viruses and/or bacteria.	Potential for infectious disease spread which can affect many different body systems depending on the type of disease contracted.	Proper disposal of sharps. Adherence to the Exposure Control Plan and Infectious Disease Policy. Employee education in proper use of PPE around exposed blood, in proper blood and bodily fluid clean up.	Universal Precautions. Enforcement of Personal Protective Equipment use policies. Good hygiene and housekeeping practices.
Exposure to verbal aggression, harassment, and bullying.	Can promote stress that can limit productivity and promote attendance problems.	Employee education in violence awareness, avoidance, and de-escalation procedures. Liaison and response protocols with local police.	Awareness training, use of EAP resources, and reporting of incidents.
Abuse by co-employees.	This can promote fear and stress in the employee that can limit productivity and promote attendance problems.	Alarm systems and panic buttons. Video surveillance. No tolerance policies with enforcement. Employee education in violence awareness, avoidance, and de-escalation procedures.	Awareness training, use of EAP resources, and reporting of incidents.
Hazmat Chemical Exposure.	Risks based on the type, quantity, and concentration of hazardous materials. May affect respiratory, circulatory, or Integumentary systems depending on areas exposed.	Enforcement of safe work practices, proper decontamination, review of SDS for each chemical used, and training on chemicals used.	Use of PPE outlined in SDS.
Airborne Pathogens.	Numerous respiratory effects as well as the potential for contraction of infectious disease. To include viruses, bacteria, or mold type spores.	Avoidance when possible. Safe work practices. Employee education and communication.	N-95 type respirators, eye protection, and gloves.

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Hazard Assessment – Facilities Maintenance

Blood Borne Pathogens.	Potential for infectious disease spread which can affect many different body systems depending on the type of disease contracted.	Proper disposal of sharps. Adherence to the Exposure Control Plan. Employee education, use of PPE, and good housekeeping practices.	Universal precautions: Gloves, face mask, eye protection, gowns, adequate clothing, and proper footwear.
Fuels and Emissions.	Skin, eye, and respiratory irritants. Prolonged exposure can affect memory and cognitive ability. Fuels are flammable when in contact with an ignition source.	Keep all ignition sources away from fueling stations and fuel storage areas. Keep spill containment equipment and cleanup materials near fueling stations and fuel storage areas. Provide adequate ventilation near vehicle exhaust to prevent the buildup of products of exhaust. Enforce No Idle in bay.	Gloves, protective clothing, eye protection.
Ergonomic hazards associated with lifting and moving boxes, equipment, and work area design.	Repeated motion tasks such as lifting, moving, and prolonged seating. Risk for potential personal injury. This includes muscle sprains and strains or orthopedic injuries.	Ergonomically designed work areas and equipment. Adjustment of workstation when needed. Education of proper lifting techniques, use of stretchers, and other equipment used.	Periodic reminders for lifting techniques and promotion of employee wellness. Early reporting of signs and symptoms of ergonomic concerns. Stretches and micro breaks.
Falling hazards associated with slips trips and falls and getting in and out of the vehicle.	Slips, trips, and falls pose a risk of bodily harm to muscular and orthopedic injuries.	Perform regular maintenance on flooring, stairwells, hallways, handrails, etc. Employee education. Adherence to spill prevention program that includes prompt spill cleanup, use of warning signs, etc. Minimize clutter and tripping hazards. Discourage the storage of materials in hallways or near doors.	Use of proper footwear. Maintain good housekeeping practices. Scene safety and review of terrain before movement of patient/equipment. Use of 3-points of contact.

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Hazard Assessment – Facilities Maintenance

Cuts from sharp instruments including scissors, paper cutter, needle sharps in the simulator.	Sharp instruments pose the risk of cuts and scrapes as well as blood borne pathogen exposure to other employees.	Employee education. Safe work procedures include keeping all sharps properly contained Ensure proper safety guards on cutting equipment and that it is good working order.	Promote the purchase and use of instruments that have safeguards. Report all sharps injuries as outlined in the OJI process.
Electrical hazards arising from use of electrical cords and appliances.	This poses a risk of electric shock, falls, and fire.	Secure loose electrical cords out of the path of travel. Provide employee training. Ensure that drop cords and extension cords are unplugged after use. Ensure that power strips and wall outlets are not overloaded.	Avoidance when possible. Wear proper footwear.
Thermal Hazards.	Poses the risk of sustaining burns.	Provide and train employees how to us, approved fire extinguishers in accessible areas at Medic used structures and on ambulance units. Keep vehicles in good working order. Maintenance program for all shorelines and electrical appliances.	Eye Protection. Proper footwear.
Environmental Hazards.	Pose the risk of heat or cold related injuries. As well as other types of ''exposure'' illnesses or injuries.	Provide adequate clothing for varying temperatures depending on the time of year. Make water easily accessible to employees working in hot environments. Properly maintain climate control units in buildings and in agency vehicles. Employee training for recognizing heat or cold related illness.	Proper clothing for working in hot or cold environments. Proper footwear.
Vehicle Operation.	Potential for physical harm secondary to vehicle crashes, near misses, and providing patient care while moving.	Training for vehicle operations using MDD, defensive driving course. Enforcement of policies for safe vehicle operations.	Follow MDD and CVOC driving techniques, adhere to state laws, follow the posted speed limit, and adhere to Agency Vehicle Operations policies.

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Hazard Assessment – Facilities Maintenance

Low Hanging Equipment Hazards	Potential for impact injuries caused by low hanging structures.	Safe work practices. Employee training. Adequate signage.	Head protection, eye protection and gloves.
Entrapment Hazards	Potential for bodily harm secondary to entrapment in mechanical equipment or power hand tools	Restrict loose clothing, jewelry, or long hair. Safe work practices. Maintenance program for mechanical equipment or power-driven hand tools. Emergency "kill" switches on mechanical equipment located near operator.	Eye protection and gloves. Proper fitting clothing with no loose ends. Maintenance for equipment safety guards and equipment.
Metal grinding hazards	Potential for injuries to skin, eyes, or hearing.	Safe work practices. Worker training. Enforcement of safe metal grinding policies. Use of fire watch to prevent the occurrence of fires while grinding metal. Good housekeeping policies.	Gloves. Face shields. Hearing protection. Fire extinguishers.
Paints/spray paint.	Paints can be irritants to eyes, skin, and respiratory functions.	Adherence to manufacturer guidelines for use. Purchasing practices, which include the use of low VOC paints. Proper workspace ventilation. Worker training. Safe work practices.	Gloves, protective clothing, eye protection.
Equipment/Tool Use.	Potential for vibration, crush, and penetration injuries.	Use equipment with safety devices, ensure safeguards are used and in good order. Refrain from wearing jewelry, long hair, or loose clothing.	PPE as noted in manufacturing guidelines. Maintain tools/equipment per manufacturer.
Use of Medical Grade Oxygen.	Increased flammability of clothing and nearby objects	Ensure that proper ventilation when in use. Do not allow smoking when Oxygen is in use. Check oxygen delivery equipment daily for damage to tanks, regulators, and hoses. Check delivery equipment for leaks. Avoid the use of oils or grease near oxygen delivery devices. Ensure that oxygen tanks are stored properly secured to avoid excessive movement of tanks or the possibility of the tank falling over.	Store properly, check frequently, and report any concerns.

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Hazard Assessment – Facilities Maintenance

Uneven Terrain or weight distribution	Potential for slips, trips, falls, or crushing injuries	Use equipment on even surfaces and always balance load before moving. Do not overload which can cause tipping.	Use per manufacturer guidelines.
Pressurized Tanks/Air Compressors	Increased risk of explosion if overfilled. Contact with refrigerant may cause irritation to eyes, nose and throat. Risk of eye injuries from flying debris.	Use in well-ventilated areas. Ensure tanks are not overfilled. Do not use near open containers of gasoline or other flammable substances.	Wear protective clothing, gloves and safety googles.
Changing or charging batteries	Potential for burns to skin.	If battery acid contacts skin or clothing, wash immediately with soap and water. If acid enters eye, immediately flood eye with cold running water for at least 10 minutes.	Wear eye protection and appropriate protective clothing. Do not touch eyes. Do not wear jewelry.
Storing or using gasoline or other flammable materials and liquids (adhesives, solvents, paint thinners, etc.)	Chemicals could ignite causing a fire, explosion or harmful vapors to be released and ingested. Could result in serious injury or death.	Do not store any products near water heater. Make sure all danger and warning labels are visible and easily identified.	Store in appropriate flammable resistant cabinet. Maintain proper ventilation. Use appropriate PPE.
Refilling chemicals from 55 gallon drums to secondary containers and storing chemicals in wash bay	Risk of inhalation injuries and chemical burns on skin. Risk of toxic fumes, fires and explosions from chemical reactions when stored next to each other or incorrectly.	Read all SDS for chemicals used in wash bay. Use drip pan under 55-gallon drums of stored chemicals. Store chemicals in well-ventilated area	Wear acid resistant gloves to deter from chemical burns, wear clothing that covers skin in entirety, wear goggles and face mask

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Cleaning and changing filters in vehicle wash bay	Risk of chemical burns from reclaimed water. Injection injuries associated with not releasing pressure in the lines. Eye injuries from splashing reclaimed water.	Follow lockout/tagout procedures. Follow SDS for chemicals used. Wear chemical resistant gloves when cleaning. Always release pressure in lines.	Wear chemical resistant gloves and goggles.
Checking for gas leaks	Inhalation injuries associated with carbon monoxide poisoning	Use in well-ventilated areas. Always make sure safety labels are in place and in good condition.	Use a handheld carbon monoxide detection device if using indoors.

I acknowledge that I have read and understand this Risk Assessment. By signing, I agree to adhere to the requirements set forth in this document for the use of Personal Protective Equipment/Other Protective Measures.

Name _____ Date_____