WORKPLACE SAFETY
Injury/Illness Prevention Program (IIPP)
Comprehensive Workplace Safety System (CWPSS)

The CWPSS is a KP National Labor Management Partnership (LMP) initiative to promote a safe work environment with the ultimate goal eliminating workplace injuries.

CWPSS seeks to create a culture of safety that encourages every employee to take proactive responsibility for safety in their workplace.

At Kaiser Permanente, safety is a core business and personal value.
Who is Responsible for Your Safety?

• The Safety Department?
• Your Supervisor?
• Your Co-workers?

➤ All employees are accountable for working safely
➤ Managers are responsible for ensuring that the systems equipment, and support allow employees to work safely.
➤ All injuries and all Safety incidents are preventable; The Goal is “0”.
Goals of the Workplace Safety Program

- Foster a culture of safety at KP
- Reduce workplace injuries
- Involve employee safety in operations
- Meet our LAMC injury goal of zero
LAMC had 269 Accepted Worker’s Compensation Claims during Performance Year 2011

269 Claims = $4,498,500

85 Indemnity Claims (Severe Injuries) = $4,360,500
184 Medical Claims (Mild to Mod. Injuries) = $138,000
### Regional Performance

#### Region to Cost Center Detail Report

**Performance Year 2011**

<table>
<thead>
<tr>
<th>Accepted Claims</th>
<th>Injury Count</th>
<th>Prod Hours</th>
<th>Injury Rate</th>
<th>Indemnity/Medical Costs*</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Region to Cost Center Drill Down</strong></td>
<td>2011</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Panorama City (80850-80949)</td>
<td>125</td>
<td>8</td>
<td>15</td>
<td>13</td>
</tr>
<tr>
<td>2 Los Angeles (80001-80099)</td>
<td>269</td>
<td>27</td>
<td>24</td>
<td>20</td>
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<tr>
<td>3 Woodland Hills (81250-81349)</td>
<td>133</td>
<td>10</td>
<td>15</td>
<td>11</td>
</tr>
<tr>
<td>4 Fontana (80300-80449; 81700-81799; 81800-81899)</td>
<td>305</td>
<td>15</td>
<td>15</td>
<td>26</td>
</tr>
<tr>
<td>5 Riverside (81350-81499)</td>
<td>203</td>
<td>25</td>
<td>17</td>
<td>18</td>
</tr>
<tr>
<td>6 Orange County (81050-81149; 81150-81249)</td>
<td>278</td>
<td>20</td>
<td>18</td>
<td>20</td>
</tr>
<tr>
<td>7 South Bay (80200-80299)</td>
<td>162</td>
<td>10</td>
<td>14</td>
<td>14</td>
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<tr>
<td>8 Antelope Valley (81900-81999)</td>
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<td>2</td>
<td>4</td>
<td>3</td>
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<tr>
<td>9 West Los Angeles (80950-81049)</td>
<td>143</td>
<td>14</td>
<td>19</td>
<td>8</td>
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<tr>
<td>10 Baldwin Park (81500-81599)</td>
<td>174</td>
<td>7</td>
<td>23</td>
<td>21</td>
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<tr>
<td>11 San Diego (80450-80849)</td>
<td>388</td>
<td>39</td>
<td>41</td>
<td>45</td>
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<tr>
<td>12 Downey (80100-80199)</td>
<td>262</td>
<td>39</td>
<td>31</td>
<td>16</td>
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</tbody>
</table>

* Estimated Indemnity Cost Per Claim is $31,300. Estimated Medical Cost Per Claim is $750. Information provided by Region.
Types of Injuries

Top 10 SRI Immediate Cause of Injury PY 2011

- SLIP/TRIP/FALL: 93
- EXPOSURE (NEEDLESTICKS): 53
- UNCATEGORIZED: 47
- REPETITIVE MOTION: 36
- EXPOSURE (NON-NEEDLESTICKS): 34
- STRUCK BY AN OBJECT: 30
- PATIENT REPOSITIONING/TRANSFERS: 29
- CUT BY/LACERATED BY (NON-NEEDLESTICKS): 28
- BEHAVIORAL HEALTH: 25
- LIFTING/ LOWERING/ MOVING: 24
CWPSS 5 Processes to Prevent Injuries

**Safety Observation/Conversation**
- Reinforces Standards & Expectations
- Observes how work is being done, both safe and At-Risk

**Incident Investigation**
- Prevents Recurrence
- Determines causes of incidents and defines corrective measures to prevent recurrence

**At-risk Act/Condition**

**Performance Management**
- Drives Accountability
- Establishes metrics to tell us how processes are working and how safety performance is improving

**Policies & Procedures**
- Defines & Documents Standards
- Establishes safe ways to work

**Employee Involvement**
- Fosters Employee Involvement
- Increases individual and group safety awareness
What to do When an Injury Occurs

Employee Responsibilities

- Employee is to report injury immediately to supervisor or manager on duty (LAMC Policy)
- Seek medical care if needed
- Return to your manager: Medical disposition (restrictions) from your provider
Where to go if you are injured

• Employee Health Services (EHS)/Urgent Care
  – EHS will evaluate all injuries and treat as needed, unless employee request emergency care
  – When closed report to Urgent Care/After Hours

• Emergency Department
  – Medical Emergencies
  – When EHS/Urgent Care is Closed

<table>
<thead>
<tr>
<th>EHS Hours</th>
<th>Urgent Care Hours</th>
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<tbody>
<tr>
<td>(Closed for lunch 12-1pm)</td>
<td>Monday-Friday</td>
</tr>
<tr>
<td>Monday-Friday 7:30am-4:00pm</td>
<td>4:00pm-9:00pm</td>
</tr>
<tr>
<td></td>
<td>Saturday-Sunday &amp; Holidays</td>
</tr>
<tr>
<td></td>
<td>8:00am-9:00pm</td>
</tr>
</tbody>
</table>

EHS/Urgent Care is located at 1526 Edgemont, 1st floor
DWC-1 Form

• If the injury is **beyond First Aid**, EHS will provide the DWC-1 form and escort the employee to OHS

• If the employee requests the DWC-1 form, refer to EHS

• If the employee presents to ED due to an emergency or off hours, obtain the DWC-1 form from EHS within 24 hours

• Employee has up to one year from the date of injury to complete the DWC-1 form
Manager Responsibilities

- Once notified of an employee’s injury, offer the employee access to EHS, Urgent Care or ED
- An employee who appears to have a serious medical condition must be accompanied by the manager or designated employee to the Emergency Department
- Submit the online Supervisor’s First Report of Injury form within 24 hours of knowledge of the injury through My HR
- Submit an Incident Investigation within 24 hours upon knowledge of injury, then Complete the investigation with action, communication or follow-ups within 30 days.
Serious Adverse Events

Serious Adverse Events are workplace safety incidents that require prompt action and escalated reporting.

- Fatality
- Hospitalization
- More than one person requiring medical treatment is injured in the same incident
- Loss of consciousness (as a result of an injury)
- Amputation or avulsion
- Burn – second degree or worse (Jan. 2011)
- Chemical exposure that requires medical treatment
- Compound fracture or multiple fractures
- Electrocution
- Laceration requiring sutures
- Off for more than seven consecutive scheduled shifts as a result of a work-related incident
Serious Injuries Require Specific Steps to be Followed

**OSHA and LAMC Requirement:**

Directors, Managers, or Supervisors will report “Serious Adverse Event” incidents involving employees, physicians, contractors, volunteers and others who are Working within their area of responsibility within **8 HOURS** of occurrence.

If any of these injuries occur, contact 3-SAFE immediately. The Safety Department will then take responsibility in reporting immediately to OSHA.
ALL EMPLOYEES (except doctors and students)

- Workplace Safety Mandatory Training (1 Hour)
- When: Immediately – Ask your manager for our current class schedule

ALL MANAGERS (with direct reports)

- Comprehensive Workplace Safety Systems (4 Hours)
- When: First 90 days of employment – Contact WPS for our current class schedule
Questions?