

2011 IAOM Safety Award Criteria

To apply for an IAOM Safety Award, first determine your company's Recordable Injury/Illness Rate. This calculation includes three basic components: 1) the number of recordable injuries/illnesses, 2) the number of hours worked by all employees at the facility, 3) the formula used to calculate the Recordable Injury/Illness Rate.

1 The first component or step is to determine if an injury or illness is considered to be "recordable." A recordable injury or illness is considered to be more significant in nature than a non-recordable injury or illness and is defined by a number of different criteria. For the purposes of the IAOM Safety Award Program, a "recordable" injury is defined by the following criteria:

1. The injury or illness is work related.
2. The injury or illness is a new case.
3. The injury or illness meets the "general recording criteria."

General Recording Criteria – An injury or illness is considered to be recordable for any of the following conditions:

- ▶ Death.
- ▶ Days away from work.
- ▶ Restricted work (if the restriction affects one or more of the person's normal routine functions).
- ▶ Transfer to another job (if the person is transferred to another job beyond the first initial day of treatment)
- ▶ Loss of consciousness.
- ▶ Medical treatment (includes all medical treatment except the following):
 - Visit to health professional for observation or counseling.
 - Conducting diagnostic procedures (x-ray, blood tests) and prescribing medication for diagnostic purposes (eye drops to dilate eyes).
 - First aid which is not considered medical treatment, is defined as:
 1. Using non-prescription medication at non-prescription strength.
 2. Administering tetanus immunizations (other immunizations such as Hepatitis B or rabies vaccines are considered medical treatment).
 3. Cleaning, flushing, soaking wounds on the surface of the skin.
 4. Using wound coverings such as bandage, gauze pads or using wound closures such as butterfly bandages (sutures or staples are considered medical treatment)
 5. Using hot or cold therapy.
 6. Using any non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts (devices having rigid stays or are designed to immobilize a certain

body part are considered medical treatment).

7. Using temporary immobilization devices while transporting an accident victim such as splints, slings, neck collars, back boards, etc.
8. Drilling a fingernail or toenail to relieve pressure or draining fluid from a blister
9. Using eye patches
10. Removing foreign bodies from the eye using only irrigation or a cotton swab
11. Removing splinters or foreign material from areas other than the eye by irrigation, tweezers, cotton swabs, or other simple means
12. Using finger guards
13. Using massages (physical therapy or chiropractic treatment are considered medical treatment).
14. Drinking fluids for relief of heat stress.

2 The second step in calculating the Recordable Injury/Illness Rate is identifying the total number of hours worked by the employees at the facility. This figure only includes the hours worked or spent on the job as opposed to the number of hours paid. If for any reason a person works 8 hours and is actually paid for 10 hours of work, only count the 8 hours the person was on the job. In addition, vacation or holiday pay is not counted as hours worked. In the case of management employees working at a particular facility and who are paid a base salary without any "overtime" pay, their hours may be estimated based on the average number of hours normally worked in any given week.

3 The third step in calculating the Recordable Injury/Illness Rate is applying the following formula to determine the actual Rate. The Rate is calculated by taking the total number of Recordable Injuries/Illnesses multiplied by 200,000, then dividing that by the number of hours worked by all the employees in the calendar year, or:

$$\frac{\text{(# of Recordable Injuries/Illnesses) (200,000)}}{\text{\# of hours worked in 2011}}$$

If the Recordable Injury/Illness Rate is equal to or less than 2.20, and your facility did not incur a work-related fatality during 2011, then you are eligible for an IAOM Safety Award.



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Safety Award Program Application Form

If the Recordable Injury/Illness Rate at your facility(ies) is equal to or less than 2.20, and your facility did not incur a work-related fatality during 2011, then you are eligible for the 2012 IAOM Safety Award.

Please fill out the application form below and fax it back to the IAOM office before March 1, 2012. Please list all locations that meet the criteria for the IAOM Safety Award. The locations that meet the new recordable injury/illness rate will be recognized at the Annual Meeting Breakfast on Thursday, May 10, at the IAOM Annual Conference.

Please print or type

CONTACT PERSON _____

COMPANY NAME _____

ADDRESS _____

PHONE _____

FAX _____

E-MAIL _____

**LOCATIONS WITH
A RECORDABLE
INJURY/ILLNESS
RATE \leq 2.20
(WITH NO WORK-
RELATED FATALITY
IN 2011)** _____

Officer Signature

Date

Please return completed form by March 1, 2012 to:
IAOM, 10100 W. 87th Street, Suite 306, Overland Park, Kansas, USA
Phone: 913-338-3377, Fax: 913-338-3553, E-mail: aa@iaom.info