Reducing Injuries Through Job Safety Analysis

Management teams within the manufacturing sector are frequently faced with how to address back and upper extremity strains related to manual material handling and repetitive motion.

The job safety analysis (JSA) is a tool that can identify potential ergonomic risk factors so that options for eliminating or significantly reducing them can be completed.

Commonly used to identify various types of hazards, using the JSA to target the underlying causes of ergonomically-related injuries offers the leadership team a systematic approach to reducing these injuries and their associated loss costs.
How to Identify Potential Hazards

Once a sequence of steps for each job is established, potential hazards must be identified at each step. To help identify potential hazards, the reviewer may use questions such as:

- Can any body part get caught in or between objects?
- Do tools, machines or equipment present hazards?
- Can the worker make harmful contact with moving objects?
- Can the worker slip, trip or fall?
- Can the worker suffer strain from lifting, pushing or pulling?
- Is the worker exposed to extreme heat or cold?
- Is excessive noise or vibration a problem?
- Is there a danger from falling objects?
- Is lighting a problem?
- Can weather conditions affect safety?
- Is harmful radiation a possibility?
- Can contact be made with hot, toxic or caustic substances?
- Are there dusts, fumes, mists or vapors in the air?

Benefits of the Job Safety Analysis (JSA)

Once completed, there are many benefits that can be realized through the JSA development and implementation process, including:

- Teaches supervisors and employees how to perform job tasks correctly
- Helps determine cause of an accident after one has occurred
- Improves production efficiency by identifying incorrect procedures
- Increases employee involvement
- Enhances communication between management and employees regarding safety concerns
- Reduces employee injuries and lost work days
- Lowers workers’ compensation loss costs

When to Perform a Job Safety Analysis

The following factors should be considered when assigning priority for a JSA:

- **Accident frequency and severity**: Jobs where accidents occur frequently or where they occur infrequently but result in disabling injuries.
- **Potential for severe injuries or illness**: The consequences of an accident, hazardous condition or exposure to harmful substance are potentially severe.
- **Newly established jobs**: Due to lack of experience in these jobs, hazards may not be evident or anticipated.
- **Modified jobs**: New hazards may be associated with changes in job procedures.
- **Infrequently performed jobs**: Workers may be at greater risk when undertaking non-routine jobs; a JSA provides a means of reviewing hazards.

The 4 Basic Steps of a Job Safety Analysis

- Select the job to be analyzed
- Break the job down into a sequence of steps
- Identify potential hazards in each step
- Determine preventive measures to overcome these hazards

References

- [OSHA — Job Hazard Analysis](https://www.osha.gov/Publications/osha3071.pdf)
How to Get Started

United Heartland Loss Control is here to assist you. Our team will tailor our approach based on what works for your organization. We can work directly with your leadership team, form an ergonomics task force or use your existing safety committee. Our team will sit down with you to review loss data and select the loss leading jobs. We can help form and train an ergo task force in how to develop job safety analysis. We also can provide video programs and sample forms for those with their own safety resources and need less assistance. Contact your United Heartland Loss Control representative to discuss your current needs.

Training Resources

Training is an important part of any safety program, and our staff can help by reviewing your training needs and offering consultation to improve its effectiveness. As outlined below, we also have video and online training resources available for customers who wish to complement their current training systems. Contact your United Heartland Loss Control representative to discuss your current training needs.

The Lezage Training Center provides many safety training topics which can be utilized as individual training or presented to a group as a group safety training program. The training presentation can be completed in approximately 30 minutes, and can be paused and restarted to allow for discussion points.

http://afi.lezage.com/servreg01.cfm?DP=7

Lezage Online Safety Courses (Free, streaming video only)

- Avoiding Back Injuries
- Back Safety
- Ergonomics — Industrial
- Office Ergonomics

CLMI programs allows you access to CMLI Blue Prints Safety Programs and Videos at a discounted rate. You keep the programs and videos; there is nothing to return. Full CLMI Programs include a binder, training presentation, written program template and videos. To order any one of the programs log into our website at UnitedHeartland.com, select UH Client Services and select Safety Training.

CLMI Video/Training Programs (DVD or Streaming Video) (Cost: $99+)

- Elements of an Ergonomics Program
- Ergonomics Task Analysis – Module 1 – Survey & Analyze
- Ergonomics Task Analysis – Module 2 – Focus & Eliminate
- Understanding Musculoskeletal Disorders
- Office Ergonomics
- Ergonomics for the Mobile Worker (Office Ergo at home, hotels, cafes)
- Back Injury Prevention
- Stretching Out at Work

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