

Gearing You For Growth

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Workplace Ergonomics Injury Prevention Through Ergonomics

Course Overview

The human body is a fragile system, and we put many demands on it every day. Activities like reaching to get supplies off of a shelf, sitting in front of a computer for hours every day, and moving heavy products around the shop can all take a toll on our bodies.

In this two-day workshop, you will learn how to make your environment as ergonomic as possible in order to make daily tasks easier on your body and mind.

Prerequisite

There are no prerequisites.

Target

This workshop is for all employees.

Duration

- 2 Days



Course Outline

Getting Started

To begin, delegates will define ergonomics and the types of injuries that result from unresolved ergonomic hazards. Delegates will also explore the major risk factors of ergonomic injuries and the cost to the workplace. Then, delegates will learn how to find out what legislation and regulation applies to their area.

The Role of Ergonomics in Your Workplace

This session will explore some different ways that workplaces can address ergonomic issues.

The Ergonomic Assessment Cycle

Like any effort, ergonomic improvement should be structured and scheduled. This session will give delegates a framework that they can adapt and use for their ergonomic efforts.

Identifying and Assessing Ergonomic Hazards

Next, delegates will look at the first two stages of the ergonomic cycle: identifying and assessing hazards. This session will provide delegates with various methods and tools to identify ergonomic hazards, including sample checklists and symptom surveys. Delegates will also have the opportunity to apply these skills to a case study.

Developing a Plan to Address Ergonomic Issues

This session will look at the third stage of the ergonomic cycle: planning for improvements. We will focus on the three key methods of hazard resolution: engineering controls, organizational changes, and individual changes. Delegates will continue working on their case study and apply this new knowledge.

Identifying and Implementing Solutions

At this point in the cycle, you know what the major ergonomic hazards are, and you know that there are three main categories of solutions. But where do you find concrete, practical ideas to resolve ergonomic hazards? This session will give delegates a few starting points.

Obtaining Employee Buy-In

So far, we have covered a plan to identify, evaluate, and address ergonomic hazards in the workplace. However, all of your organization's ergonomic efforts will not succeed without the cooperation of the employees who will be affected by the changes. This session will help delegates understand the basics of change management.

Tips for Successful Implementation

This session will give delegates some ideas for making ergonomic changes as easy as possible for employees.

Reviewing Your Ergonomics Program

Another important part of successful implementation and ergonomic hazard management is review and evaluation. This session will give delegates a sample follow-up schedule and some key things to check for.



Basic Ergonomic Principles

Day Two of this workshop will begin with a discussion of some basic principles of ergonomics.

Optimal Sitting and Standing

This session will give delegates some tips for making sitting and standing as ergonomic as possible. Delegates will also identify some areas of improvement for their training facility.

Safe Lifting and Transporting

According to the United States Bureau of Labor Statistics, a large percentage of workplace injuries result from improper heavy lifting. This session will explore how ergonomics can make lifting, carrying, and transporting materials safer and easier.

Ergonomic Workstations

Next, delegates will learn how to design an ergonomic workstation. (This includes any kind of job where a desk is used, whether it involves a computer or not.)

Safe Tool Selection and Use

This session will explore safe tool design, ergonomic handgrips, and vibration measurements.

Creating an Ergonomic Environment

There are three components to an ergonomic environment: proper lighting, good air quality, and noise control. This session will explore each of these elements in depth. At the end of the session, delegates will apply their knowledge to a case study.

Bringing It All Together

To wrap up the course, delegates will examine a snapshot of a company at work, identify ergonomic hazards, and develop a solution plan.