

Repetitive Motion Injuries and Ergonomics Training

610.1 PURPOSE AND SCOPE

The purpose of this policy is to minimize the occurrence of work-related repetitive motion injuries (RMIs) through work site evaluation, control of exposures and training of members whose assigned duties have a risk of RMIs.

610.2 POLICY

It is the policy of the Blue Ridge Fire District that members should be provided initial training any time their assigned duties have a risk of RMIs, as duties change and when members encounter new exposures to the risk of RMIs.

The district should correct any exposure that has caused an RMI in a timely manner. If the exposure cannot be corrected, the district should take steps to minimize member exposure to the degree feasible, considering engineering controls such as workstation redesign, adjustable fixtures or tool redesign and administrative controls such as job rotation, work pacing or work breaks.

610.3 TRAINING REQUIREMENTS

- (a) Members should be provided training that includes, but is not limited to, an explanation of:
 - 1. The district's program to minimize RMIs.
 - 2. The exposures that have been associated with RMIs.
 - 3. The symptoms and consequences of injuries caused by repetitive motion.
 - 4. The importance of reporting symptoms and injuries to the district.
 - 5. Methods used by the district to minimize RMIs.
- (b) Refresher training should be provided on an annual basis.
- (c) Members should receive RMI prevention training prior to performing duties that are known to be associated with the following circumstances:
 - 1. Work-related causation - RMIs have been predominantly caused (e.g., 50 percent or more) by a repetitive job, process or operation.
 - 2. Relationship between RMIs and the workplace - Members incurring RMIs were performing a job, process or operation of identical work activity. Identical work activity means that the members were performing the same repetitive motion task (e.g., word processing, assembly or loading).

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3. The RMIs were musculoskeletal injuries that a licensed physician objectively identified and diagnosed.
4. The RMIs were reported by members to the district in the previous 12 months.

610.4 ADDITIONAL TRAINING AND INFORMATION

Additional training and information should be provided to members:

- (a) When the work site evaluation is updated.
- (b) When exposure control measures are updated.
- (c) When the District becomes aware of new work-related exposures associated with RMIs.

At a minimum, the district should provide refresher training on an annual basis.

610.5 TRAINING RECORDS

The Training Coordinator shall be responsible for maintaining records of all RMI prevention training provided to members. Records should include, but are not limited to:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers and qualifications of the persons conducting the training.

The Training Coordinator should maintain the training records in accordance with established records retention schedules.

610.6 MANDATORY REPORTING

The district shall submit the mandated injury report annually for the previous 12-month period (29 CFR 1904; AAC § R20-5-629).