

Injury Prevention and Response

OVERVIEW

This document gives general advice, as well as actions, that should be taken immediately following injury or illness at the Water Sciences Laboratory. This includes reporting near-miss/close call incidents to the Laboratory Director or Laboratory Manager. This document also covers the location and contents of the first-aid kit in the Laboratory. This document, however, is not intended as a first aid guide. First aid training is available from a number of local sources, including UNL Campus Recreation, American Red Cross, and Nebraska Safety Council. A summary of the response information can be found **on the bulletin board located across from the calendar in the upstairs hallway**. Emergency contact information for all lab users, as well as any medical allergies, can be found **on the WSL Box folder under “Lab Management.”**

TYPES OF INJURY

Near-Miss/Close Call

A near miss is an incident where no property was damaged, and there was no personal injury or illness, but where, given a slight shift in time or position, damage and/or injury/illness easily could have occurred. This is also known as a “close-call.” You should report all instances of near-misses or close calls to the Lab Director or Lab Manager so that contributing factors can be identified, assessed, and abated before they result in personal injury/illness or property damage. If they feel it is necessary, the Lab Director or Lab Manager may then report the incident to Environmental Health and Safety (EHS).

Minor Injuries/Illnesses

Minor injuries are ones that do not pose a serious health risk, and can be treated with standard first aid supplies and techniques. Examples include minor cuts, scrapes, burns, bruises, and sprains. They can usually be treated by the injured themselves and don’t require outside intervention. A first aid kit is located in Room 203, and information about its contents can be found in the First Aid Kit section of this document. All workplace injuries, including minor ones that do not need additional medical treatment, should be reported to Environmental Health and Safety (EHS).

Moderate Injuries/Illnesses

Moderate injuries are ones that require initial first aid treatment followed by consultation with a medical professional. They generally do not require the dispatch of emergency responders, but they generally do require that someone assists the injured in first aid treatment and transport to a medical facility for follow-up. This assistance can come from a co-worker with a car, or the student or employee can be transported by the Laboratory Director or Manager. Examples include third degree burns (e.g., black, white, brown or yellow skin, swelling, lack of pain because of damaged nerve endings, etc.), deep

cuts that are likely to need stitches or butterfly bandages to facilitate healing, bone fractures/breaks, overexposures to chemicals, foreign objects in the eye that are not completely removed with flushing or that continue to impact vision or pain continues after flushing, potential exposure to Bloodborne pathogens, etc. All workplace injuries should be reported to Environmental Health and Safety (EHS).

Major Injuries/Illnesses

Major injuries require that someone call 911 to summon emergency responders. A phone is available in Room 204B, but individual's cell phones will also work. When calling 911, remain calm and stay on the line until you are told to hang up by the dispatcher. Among other things, the emergency dispatcher will ask you to describe the nature (e.g., unconscious person with bleeding observed from the nose) and location (e.g., ABC Hall, in the foyer of the main entrance) of the emergency. If other are available to provide assistance, have them wait outside/near the entrance to escort emergency responders to the victim's location. Persons trained in First Aid/CPR can render assistance until relieved by emergency responders. Never leave a victim alone, wait until emergency responders have arrived. Examples of these types of injuries and illnesses include deeply impaled objects, symptoms of heart attack or stroke, profuse bleeding, amputations, unconsciousness, extreme breathing problems, anaphylactic reaction, hypoglycemia in diabetics, shock, and seizures. All workplace injuries should be reported to Environmental Health and Safety (EHS).

REPORTING A WORK-RELATED INJURY OR ILLNESS TO EHS

Any incident involving employee or student death, hospitalization, or likely over-exposure to toxic chemicals, radioactive materials, or etiologic agents must be immediately reported to EHS (402-472-4925). If the situation involves a student (regardless of employment status with UNL), departments/units are encouraged to also report the situation to the Vice Chancellor for Student Affairs. Reports to EHS may be made by the Laboratory Director or Laboratory Manager. EHS also encourages that smaller workplace injuries and illnesses are reported as well, whether a student or employee was involved, as they will be able to give advice as to which category of injury the situation falls into. A reporting tool is available through the EHS web site featured on the right under "Report and Accident or Near-Miss" section. Reports may also be called into the EHS office (402-472-4925), or an e-mail sent to ehs@unl.edu.

MEDICAL CARE FACILITIES

Employees who are on the job may seek medical attention from a personal physician, or at a medical facility of their choice. What follows is a list of some medical facilities in Lincoln, Nebraska. Use of emergency rooms should be reserved for after-hours care and severe injuries or illnesses. Injured employees should bring their employee ID card. All injuries should be reported to Environmental Health and Safety (EHS), to initiate workers compensation benefits.

Facility	Address	Phone Number	Hours of Operation	Comments
Company Care	5000 N. 26 th St, Suite 200	(402) 475-6656 (After 5pm Mon-Fri or weekends call (402) 326-0168)	Walk-in Mon-Fri 7am-5pm	Supervisor approval is not necessary for treatment. Bring employee ID card to verify employment.

Your own physician (fill in information)				Ask your physician to submit bill to the UNL Human Resources or the State WC Claims Third Party Administrator.
<i>Nearest medical emergency room (after hours or for severe injuries and illnesses)</i>				
Bryan Health East	1600 S. 48 th Street	(402) 481-1111 (800) 742-7844	Walk in 24 hours	Submits bill to State WC Claims
Bryan Health West	2300 S. 16 th Street	(402) 481-1111 (800) 742-7844	Walk in 24 hours	Submits bill to State WC Claims
CHI Health St. Elizabeth	555 S. 70 th Street	(402) 219-8000	Walk in 24 hours	Submits bill to State WC Claims

Students who are conducting work for compensation by UNL at the time of their injury/illness should see medical assistance as described above for employees. These injuries/illnesses should be reported to Environmental Health and Safety (EHS) to initiate workers compensation benefits.

Students who are not conducting work for compensation by UNL at the time of their injury/illness should see medical treatment at the University Health Center, or their own private physician. Treatment at a hospital emergency room may be warranted if the medical condition is life threatening or serious, and occurs after normal clinic business hours. Hospital emergency rooms are listed in the table above.

ESTABLISHING WORKERS COMPENSATION BENEFIT ELIGIBILITY

For all occupational injuries and illnesses, the injured employee or their supervisor must fill out a number of forms. These forms are either available electronically through links on the UNL Human Resources website, or the EHS website (Forms Index). Fax the completed forms as soon as possible to UNL Human Resources at 402-472-8381. Direct questions regarding these forms to UNL Human Resources (402-472-8414).

- Employee Incident Report
- Employee Choice or Change of Doctor Form
- First Report of Alleged Occupational Injury or Illness
- Prescription Program for Work-Related Injuries (First Script)
- Workability Form

FIRST-AID KIT

The first-aid kit for the laboratory is located in Room 203. The Laboratory Manager and the Laboratory Director are responsible for inspecting and maintaining the kit. It contains:

- 1 x 3 in. Latex Strips
- ½ x 2.5 yd Adhesive Tape
- Triple Antibiotic Ointment
- Antiseptic Wipes

- CPR Mask
- BurnAid 4 x 4 Dressing
- Burn Cream with Lidocaine
- Burn Spray Pump
- Ice Pack
- Eye Pads
- Eyewash 1 oz
- Eyewash 8 oz
- First Aid Handbook
- Hand Sanitizer
- Disposable Vinyl Gloves
- 2 in Non-sterile Conforming Gauze
- 4.5 in Wire Scissors
- 3 x 3 Sterile Gauze pad
- Abdominal Sterile 5 x 9 in Pad
- Triangular Bandage
- Liquid Skin 0.017 oz.
- Calgonate 25 gm
- 1 x 3 BMD Plastic Strip

SPECIAL PROCEDURES FOR OCCUPATIONAL EXPOSURE TO BLOODBORNE PATHOGENS

Bloodborne pathogens mean pathogenic microorganisms that may be present in human blood and certain other body fluids (e.g., semen, vaginal secretions, cerebrospinal fluid, etc.). Examples include Human Immunodeficiency Virus (HIV), Hepatitis B (HBV), and Hepatitis C (HVC). A bloodborne pathogen exposure means that a person has been exposed to a potentially infectious body fluid of another person, usually through contact with mucus membranes or penetration of the skin with a sharp object (e.g., needle). Potential exposure routes and risk of transmission are discussed in greater detail in the web-based EHS Bloodborne Pathogen Training program (available on the EHS web site, under the “Training” tab).

Treatment

If an employee (including a student employee) is exposed to a bloodborne pathogen on the job, the employee must be offered medical treatment within three (3) hours of exposure. During normal working hours, the employee should seek post-exposure care at St. Elizabeth’s Company Care. After normal working hours, employees should be directed to St. Elizabeth Hospital Emergency Room. ***Do not go to any urgent care clinic or Bryan LGH East and West Emergency Rooms, because they do not provide screening services for bloodborne pathogen exposures.*** Company Care will manage all employee follow-up care, even if St. Elizabeth’s Hospital Emergency Room provided initial treatment.

Medications

In some cases, the attending physician may prescribe prophylactic medication. In accordance with the Occupational Safety and Health Administration (OSHA) Bloodborne Pathogen Standard, employers are responsible for all medical consultation costs, including post-exposure evaluation and prophylactic treatment. If you are at risk for occupational exposure to a bloodborne pathogen, you are encouraged to pre-enroll in the Prescription Program for Work-Related Injuries. Contact UNL Human Resources for the appropriate form. You are also encouraged to discuss your department's procedure for payment of prophylactic medications with your supervisor in the event that the associated costs are not reimbursed by Worker's Compensation.

Student Exposures to Bloodborne Pathogens

While not subject to OSHA's Bloodborne Pathogen Standard and Nebraska Worker's Compensation Laws, students who experience a potential bloodborne pathogen exposure are encouraged to seek immediate medical consultation, particularly if not vaccinated against Hepatitis B. Unless the potential exposure occurs while conducting work for compensation as a student employee, costs associated with the medical follow-up are not eligible for Worker's Compensation benefits.

ADDITIONAL INFORMATION

References

1. EHS On-The-Job and Student Injuries Safe Operating Procedure (2018).
2. EHS First Aid Kits Safe Operating Procedure (2016).

Attachments

1. Word File: On-The-Job Injury Flowchart