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CONTACT INFO

Maria C. Lorenzana
Loss Control Manager
(831) 296-9196 cell
mlorenzana@merma.org

HELPFUL LINKS

- www.merma.org
- www.dir.ca.gov/dosh/Schedule an Ergo Evaluation



Automated External Defibrillator (AED) - Regulations applicable to schools

What is an AED?

An AED (automated electronic defibrillator) is a portable electronic device that automatically diagnoses life-threatening abnormal heart rhythms, or cardiac arrhythmias of ventricular fibrillation (VF), and is able to treat them through defibrillation, the application of electricity which stops the arrhythmia, allowing the heart to reestablish an effective rhythm.

The [California Health and Safety Code 19300\(a\)\(3\)](#) states that **AEDs are required in educational buildings with an occupancy of 200 or more.**

In addition, the California Education Code, 35179.4 to 35179.6, states that **“Schools with interscholastic athletic programs must have AEDs and a written emergency action plan that describes the location and procedures to follow in the event of a sudden cardiac arrest and other medical emergencies related to the athletic program activities.”**

The California Health and Safety Code 1797.196 (b)(1), (b)(2) and (c)(1) state the following:

- That all AED placements must abide by the [Monterey County EMS system Policy: Public Access AED \(PAD\)](#).
- Ensure that the AED is maintained and tested according to the maintenance guidelines set forth by the manufacturer.
- Ensure that AED is tested at least biannually and after each use.
- Ensure that an inspection is made of all AEDs on the premises at least every 90 days for potential issues related to operability of the device, including a blinking light or other obvious defect that may suggest tampering or that another problem has arisen with the functionality of the AED.
- Ensure that record of the maintenance and testing are maintained for at least five years.
- AEDs placed in public or private K-12 schools, the **principal shall ensure** the following:
 - That school administrators and staff annually receive information that describes sudden cardiac arrest, the school’s emergency response plan, and the proper use of an AED.
 - The principal shall also ensure that instructions, in no less than 14-point type, on how to use the AED are posted next to every AED.
 - At least annually, notify school employees as to the location of all AED units on the campus.
- Building owners are obligated to follow similar procedures as above by making sure tenants are aware of AED locations and how to use them.



Fire Prevention Week

In observance of National Fire Prevention Week, which runs from October 6 to 12, here are some ideas for effective training in preventing fires in the workplace.

Occupational Safety and Health Administration (OSHA) regulations require many companies to have written fire prevention plans. The basic requirements for such plans are stated in the rules (29 Code of Federal Regulations (CFR) 1910.39) and can be used as a fire prevention training session outline:

- A list of all major fire hazards;
- Proper handling and storage procedures for hazardous materials;
- Potential sources of ignition and how to control them;
- Controlling accumulations of flammable and combustible materials, such as oily rags and piles of wastepaper and cardboard;
- Proper maintenance of safety devices on heat-producing equipment designed to prevent fires; *and*
- Identification of the people responsible for maintenance of fire prevention equipment and control of flammable fuel sources.

OSHA also requires employers to inform employees about their jobs' potential fire hazards at the time they're assigned to these jobs and to

Flu Prevention – General hygiene practices

It's flu season, so this is a good time to talk about ways to stop its spread and keep yourself, your family, and coworkers healthy throughout. The flu season usually runs from early fall to May. The flu is most commonly spread when viral particles are sent in the air by coughing and sneezing. It also spreads when you touch a surface that has viral particles on it and then touch around your eyes or nose. Symptoms begin all at once, often with a fever, and are usually more severe than cold symptoms. Complications from the flu can lead to pneumonia and death.

Vaccinate. Get a flu shot or nasal flu vaccine every year. It may be the best and most effective way to prevent getting the flu or from spreading it if you're exposed. The vaccine protects against certain type A and type B influenza viruses but doesn't protect against the remaining 200 types of cold-causing viruses. Some antiviral drugs can help prevent infection in people at risk and shorten the length of time and severity of symptoms in those who are infected.

Antibiotics only work against bacteria; for example, a sinus infection is caused by bacteria. Antibiotics don't work against the flu or any other type of virus.

WASH. Flu viruses can survive for several hours on an exposed surface, like countertops or a doorknob, once they're outside the body. To stop the spread, follow the WASH procedures:

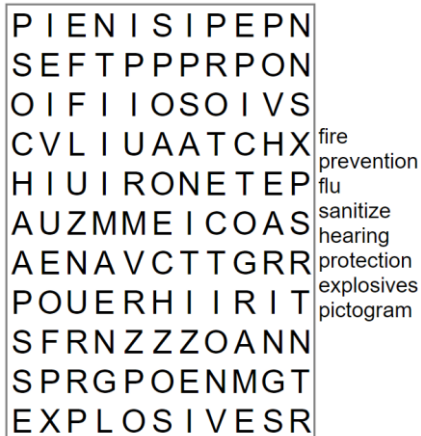
- **Wash hands with soap and water for at least 20 seconds, especially after a cough or sneeze or after touching a surface like a doorknob, coffeepot, or refrigerator door handle that's been touched by many people. Athletic equipment, tools, copiers, countertops, stair railings and phones are also often overlooked sources of virus transmission. Use a hand sanitizer whenever soap and water aren't close by.**
- **Avoid getting too close to people who are sick. Stay at least 6 feet from infected people to limit further spreading of the virus.**
- **Sanitize surfaces that people touch frequently. Use a commercial disinfectant or bleach with dilutions as low as 1 part bleach to 10 parts water to kill the virus on a work surface.**
- **Hold your elbow to your mouth instead of your hand when you sneeze or cough to stop the spread of germs from hand contact. Try to cover your nose and mouth with a tissue when coughing or sneezing, and properly dispose of the tissue immediately after use.**
- **If you decide to wear a face mask to stop the spread of your flu or to protect yourself from flu particles in the air, wear the N95-rated respirator. Regular dust masks and surgical masks don't block the movement of the flu virus through the air very well.**

Remember, you aren't defenseless against the flu. **Vaccinate and follow the WASH procedures to stay healthy through the winter.**

review aspects of the fire prevention plan that apply to them. Examples might include:

- Reviewing the hazards of flammable chemicals and training employees to read the safety data sheets (SDSs) and labels for these chemicals
- Knowing how to safely handle and store flammable substances like chemical compounds and flammable gases
- Identifying specific sources of heat or ignition in the work area and how to control them
- Housekeeping measures to reduce hazards

Training sessions are usually most effective when the audience is directly involved and participating. Conduct an exercise in which the group names all the possible fire hazards in their work areas and ranks each hazard as low, medium, or high risk.



Test your knowledge on HazCom Labels – The “explosives” pictogram

HazCom labels—The ‘explosives’ pictogram: Quiz

1. Explosives only come in the form of liquid chemicals. TRUE or FALSE
2. The decomposition of a self-reactive substance is started by which of the following?
 - A. Heat
 - B. Friction
 - C. Impact
 - D. All of the above
3. Organic peroxides are chemicals of a specific structure that may decompose at cold temperatures. TRUE or FALSE
4. Which of the following are best practices when storing an explosive? Choose all that apply.
 - A. Store the chemical in any available container.
 - B. Store the chemical in a secure location.
 - C. Store the chemical close to other containers.
 - D. Store the chemical away from extreme heat.

Insurance Requirements in Contracts – Are Yours Up to Date?

Members are encouraged to use best risk management practices when negotiating contractual relationships with those providing goods and services to your district. Always use a good hold harmless provision that includes indemnity and legal defense for any and all claims against your agency arising from the contract activities. Avoid using mutual hold harmless or limiting damages to the contract amount if you are paying for services.

The hold harmless clause is only as good as the person making the promise, so you want to require insurance to make sure there is money available to pay any claims. Commercial General Liability coverage with a limit of \$2 million per occurrence and \$4 million aggregate limit, if any. Commercial automobile liability with at least \$1 million per accident and Workers’ Compensation coverage with Statutory Limits and at least \$1 million Employers Liability. Professional Liability (Errors and Omissions) insurance with a limit of at least \$1 million per claim is also recommended for any contract involving professional services. For services involving working with children or special events additional coverage may be required for potential abuse claims.

In addition to the insurance required above, evidenced by a Certificate of Insurance, your district should request Additional Insured status for the district, its officers, employees, and volunteers, that the other party’s insurance be primary, and a waiver of subrogation. These are usually provided by endorsements included with the Certificate of Insurance or in the policy language itself.

MERMA recommends Alliant’s Insurance Requirements in Contracts for insurance specifications for a variety of contractual relationships. Contact us for a copy of the reference manual or if you have any questions.

eBacksafe® by Future Industrial Technologies, Inc. (FIT)

Are you looking for strategies to improve culture, morale, staffing, and safety? The eBacksafe® program is perfect for you. **eBacksafe® is a great program that is free to our member districts, it is a virtual injury prevention program designed for teachers and paraeducators, however, the information and safety tips pertains to all types of classifications including maintenance, administration, and yard supervisors.** Note: Segments of the virtual safety training were customized and filmed locally to ensure that real-life wellness scenarios were addressed.

FIT has been in business for 30 years helping school districts and other organizations throughout the US protect the health and wellbeing of employees. Fatigue, discomfort, pain, and injuries are often caused by Cumulative Micro Trauma, and when employees learn how to prevent it, their quality of life at work and home improve dramatically.

Contact Maria Lorenzana via email at mlorenzana@merma.org or by phone at (831) 296-9196 for details on enrolling your staff in the virtual eBacksafe® training program or for training on any of the topics listed on this newsletter.

October Safety Calendar

<p>October</p> <p><u>National Substance Abuse</u></p> <p><u>Prevention Month</u></p>	<p>Oct. 14-18</p> <p><u>National School Bus Safety</u></p> <p><u>Week</u></p>	<p>October</p> <p><u>School Bus Safety Tips</u></p>
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ANSWERS

1. FALSE. 2. D. 3. FALSE. 4. B. & D.