# REPETITIVE Motion INJURY

## Safe Work Guidelines

Purpose

At Kelly we are dedicated to the health and safety of all our employees. Moving forward with our health and safety program, Kelly would like all employees to be aware of any hazards in the workplace and any potential areas that injuries may occur. Repetitive Strain Injuries (RSI) account for a considerable number of workplace injuries and our goal is to at the least reduce and hopefully eliminate these types of injuries.

Procedure

Identifying and assessing repetitive strain injuries include several activities:

**Reviewing Records**

Review accidents and injury reports will identify the cause of injuries and point out what tasks employees are performing that contribute to repetitive injuries (RSI) and subsequent costs.

**Worksite Observations**

Completing the Canadian Customer Safety Assessment is the first step in identifying areas of work that may contribute to an RSI injury. The assessment asks specific questions around the ergonomics of the job.

**Survey**

A survey may be an informal conversation, asking workers how they feel and whether any modifications would make their workstations more user-friendly. Other means could be questionnaires or by using the Physical Job Assessment.

**Controls**

There are many types of repetitive strain injuries. Carpal Tunnel Syndrome, Tendonitis, Trigger Finger and sprains and strains are a few. The main physical factors leading to these injuries are:

* Awkward postures
* Excessive force
* High rates of repetition
* Environmental risk factors such as vibration and cold

Controls must eliminate or reduce all risk factors to have a positive outcome. These may include:

Definitions

* ***Posture:*** Employees must maintain a neutral body posture while working.
* ***Static Posture:*** Employees should not maintain one position for extended periods of time.
* ***Long Reaches:*** Employees must position themselves close to object to reduce or eliminate the need to reach.
* ***Weight and Handling Objects:*** The weight that an employee handles should be reduced to the lowest possible denominator or eliminated completely.
* ***Excessive Force:*** The goal is to eliminate excessive force that must be generated to accomplish a task.
* ***Type of Grip:*** Material handling tasks should allow employees to use power grips or have handles.
* ***Gloves:*** Gloves must fit properly and be made of the proper material for the job.
* ***Repetition:*** The goal is to eliminate the amount of time spent repeating the same activity.
* ***Hand/Arm Vibration:*** The goal must be to eliminate the transfer of vibration into the body.

References

* KellyWeb Canada > Health & Safety > Branch Safety Requirements & Inspections.

Records

* Claims year to date
* Accident Investigation Reports

Responsibility

The Safety Department is responsible for the content of this document as well as ensuring the document is updated as required.

The branch is responsible for reviewing the available documentation and conducting any safety assessments or inspections as necessary.

Reason for Issue/Reissue

Element of success – Safety Group

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