

OSHA EVALUATION CHECKLIST

Required Written Plans

- Safety and Health Plan/ IIPP (Varies by state)
- Exposure Control Plan
- Annual Review and Update of ECP 1910.1030 c 1 iv
- Annual Solicitation of Nonmanagerial Input
- Annual Evaluation and Implementation of Safer Devices
- Hazard Communication Program
- Emergency Action Plan
- Fire Prevention Plan
- All plans and BBP Standard Accessible to Employees
- Manual/Plans Site Specific
- Manual/Plans Up to Date
- Manual Version Number
- Tuberculim Skin Testing Performed (CDC MMWR 12/30/2005 PP 10-12)

Employee Training

- Annual Bloodborne Pathogens Training 1910.1030 g 2 ii B
- BBP Training for Additional Employees
- DOT Hazmat Training 49 CFR 172,700 704
- Training Records Maintained (Last 3 years) 1910.1200 h
- Initial Hazard Communication Training (Varies by State)
- Annual Fire Extinguisher Training (If employees are to use) 1910.157 g 2
- Documented Employee Review of All Safety Plans
- Emergency Preparedness Training
- Other Regular Safety Communications
- Other Regular Safety Communications: Documented
- Biohazardous Waste Training

Recordkeeping

- Medical/Personnel Files Established 1910.1030 h 1 i
- Medical/Personnel Files Kept Confidential 1910.1030 h 1 iii A
- HBV Vaccination Offered 1910.1030 f 1 i
- HBV Declination Form Obtained (if declined) 1910.1030 f 2 iv
- HBV Vaccination Record/PLHCP Statement Obtained 1910.1030 fh 1 ii B
- HBV Antibody Titer 1-2 months Post Vaccination 1910.1030 f 1 ii D LOI 03/10/2000, CPL 2.2.69 5

Injury Report

- Previous Injuries Documented 1910. 1030 h 1 i, ii
Exposure Incidents Maintained (Employment plus 30 Years) 1910.1030 h 1 iv
- OSHA 300 Series 1904.29 a
- Osha 300A Posted February 1 Through April 30 1904.32 b 6
- Sharps Injury Log 1904.8 & 1910.1030 h 5 l (Some states still require even though Federal OSHA partially exempt)

Safety Committee (Varies by State)

- Safety Committee Established
- Safety Committee Meetings
- Safety Committee Meetings: Documented with Minutes

Safety Meetings

- Safety Meetings Held
- Safety Meetings : Documented Attendance

Universal/Standard Precautions

- Facility Follows Universal/Standard Precautions 1910.1030 b
- Contaminated Work Areas Decontaminated Used CPL2-2.69 23 Employees Aware of Manufacturer's Recommendations CPL 2-2.69 23
- PPE Removed Upon Leaving Work Area 1910.1030 d 2 ix x
- Food and Drink Kept separate from Blood/OPIM 1910.1030 d 2 ix,x
- No Food/Drink in Refrigerators Containing Blood/ OPIM or Medicines CPL 2.2.69 7 paragraphs d 2 ix and x pp 18-19
- Food/Drink Prepared in Appropriate Areas 1910.1030 d 2 ix, x
- PPE Removed while Eating/Drinking 1910.1030 d 3 viii

Hand Hygiene

- Anti-Microbial Soap/ Alcohol Gel used 1910.1030 d 2
- Hand Soap within Expiration Date 21 CFR 201.17
- Anti-Microbial Soap/ Alcohol Gel used : Before putting Of Gloves
- Anti-Microbial Soap/ Alcohol Gel Used: After Removal of Gloves 1910.1030 d 2 v
- Hands Washed After Exposure to Blood/OPIM 1910.1030 d 2 vi, LOI 03.31.03

Labor Law Posters

- OSHA 1903.2 a 1
- USERRA 38 USC 43
- Federal Minimum Wage 29 CFR 516.4
- Employee Polygraph Protection Notice 29 USC 2003,2005
- Equal Employment Opportunity 29 CFR 1601.30 A, B
- Family and Medical Leave Act of 1993 29 USC 2619a, b (50+)
- Access to Medical Records 1910.1020 e
- NLRB 29 CFR 104 RIN 3142-AA07

Exits

- Entire Exit Route Clear of Obstructions 1910.37 a 3
- 28' Minimum Passage 1910.36 g 2
- Proper Signage at all exits 1910.37 b 2
- Proper Lighting At All Exits 1910.37 b 1
- Unlocked From Inside During Regular Business Hours 1910.36 d 1-3

Fire Extinguishers

- Mounted 1910.157 c 1
- Identified 1910.157 c 1
- Annual Inspection Tags Current 1910.157 e 3
- Monthly Visual Inspection Performed 1910.157 e 2
- Monthly Visual Inspection Recorded
- Appropriate Rating Type (A,B,C,D,K) 1910.157 d 1
- Not more Than 50 feet From Another Fire Extinguisher or Exit 1910.157 d 2-6
- Alarm System 1910.165
- 18' Vertical Clearance around Sprinkler Heads 1910.159
- Policy for Employee Use of Fire Extinguishers Written in Fire Safety Policy Subpart L Appendix A 1910.157 a;b 1
- Employees Aware of Policy Federal OSHA LOI 09/12/86

First Aid Materials: 1910.151 b ANSI Z308. 1-2009

- Person Trained to Administer First Aid
- Appropriate Supplies Z308.1 6. 1
- Sufficiently Stocked Z308 1 Tables 2-4
- Readily Available 1910.151 b
- Regularly Inspected Z308.1 8
- Sign Denoting Location Z308.1 8

Eye Wash/Drench Shower 1910.151 c; ANSI z308. 1-2009

- Accessible Within 10 Seconds
- 15 Minute Capacity of Potable Water
- Signs Posted
- Outlets Capped
- Temperature at Tepid Level
- Hands Free Operation after Activation
- Tested, Flushed and Inspected Weekly
- Weekly Testing Recorded

Medical Waste: 1910.1030 D 4 iii and Individual State Regulations

- Registered Hauler (DOT and State Regs)
- Tracking Documents (DOT and State Regs)
- Proper Use of Sharps Containers 1910.1030 d 4 iii A 1-4
- Sharps Containers Not Overfilled 1910.1030 d 4 iii A 2 iii
- Proper Use of Red Bags 1910. 1030 d 4 iii b
- RMW Receptacles Labeled Biohazards or Color Coded 1910.1030 d 4 iii B
- RMW Receptacles Closable 1910 d 4 iii B 1
- Biohazard Labeling as Needed 1910.1030 d 4 iii B 1 iii

Evacuation Plans

- Posted in Conspicuous Location
- Displays Current Location
- Displays exit Routes
- Displays Meeting Locations

Electrical Hazards: 1910.301-359

- Electrical Service Panel Unobstructed 1910.303 G
- Proper Use of Flexible Cords 1910.305 g 1
- Cords Not a Trip Hazard LOI 09/09/1997
- Outlets within 6 feet of sinks GFCI Protected (NEC: Adoption Varies by Municipality)
- Electrical Outlets Covered in Areas with Possible Small Child Access

SDS Management: 1910. 1200 G

- SDS Copies Reflect Current Hazardous Chemical Inventory 1910.1200 g 8
- Accessible in work Area 1910.1200 g 8
- Site Specific 1910.1200 g8
- Master List 1910 e 1 i
- SDS (or other record) Maintained for 30 years for Chemicals no longer in use 1910.1020 d 1 ii
- SDS obtained for gases under pressure

Workplace Labeling

- Hazardous Material Containers Labeled 1910.1200 f 6
- Hazardous Material : Product Identifier/ Name of Product 1910.1200 f 6 ii
- Hazardous Material: Hazard Warnings 1910.1200 f 6 ii
- Disinfectant/Sterilization Holding Pans Labeled 1910.1200 f 6
- Corresponding Poster to explain Labels