

Fall Prevention Part 2¹

WORKSHOP PROPOSAL

December 2018

CASA Latina

¹ This material was produced under a Susan Harwood Grant SH-05008-SH8 from the Occupational Safety and Health Administration, U.S. Department of Labor. It does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U. S. Government. The U.S. Government does not warrant or assume any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed.

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Workshop Overview

Workshop Length: Approximately 3 hours

Target Audience: CASA Latina participants—day laborers with varying experience in common day labor activities

Workshop Location: CASA Latina Worker Center

Learning Objectives:

1. How to safely use ladders when climbing or working on them.
2. How to minimize risks when working at heights, including using measures such as guardrails, fall restrain systems and warning lines.
3. How to create a rescue plan should a fall occur.

Equipment & Materials Required:

Technology: -Computer, projector, speakers

Props: -Ladders, step stool, paint brushes and buckets, platform, tape, spray bottle, squeegee, rags, hammer, drill, guardrail-like structure

Other: -PowerPoint presentation slides
-Pre and Post evaluation materials
-Erasable pens
-Information card handouts
-Butcher paper or flip chart paper
-Markers
-Tape

Workshop Plan

1. INTRODUCTION

1.1. Welcome, Objectives, and Agenda

Activity Duration: 10 minutes

Purpose:

- Welcome participants
- Inform participants what to expect from the workshop
- Address basic needs

Materials:

- PowerPoint presentation
- Computer
- Projector

Procedure:

Facilitators welcome participants to the workshop. Facilitators introduce themselves and their role as facilitators, emphasizing they are not experts but instead will help guide the participants' learning.

Facilitators review the learning objectives for the workshop (as stated in Workshop Overview).

Facilitators present the day's agenda.

Facilitators encourage participants to take stretch and bathroom breaks as they need. The 3-hour workshop will also include two 5-minute breaks.

1.2. Ice-breaker Activity

Activity Duration: 10 minutes

Purpose:

- Foster a supportive and relaxed learning environment
- Learn names
- Provide participants a chance to connect with the topic

Materials: -Whiteboard marker

Procedure:

Participants introduce themselves to the group, one by one. As participants introduce themselves, facilitators write their names on the whiteboard. The activity finishes when everyone has introduced themselves.

Facilitators ask participants to:

1. Say your name.
2. Say what kind of work you do.
3. (Optional) Share a story of an experience of falling from heights while at work. This could be personal or someone you know or have seen.

Facilitator concludes the ice breaker with noting how common it is that people have to work from heights, even in different kinds of jobs. This is why it is dangerous and accidents are prevalent.

1.3. Participation Agreements

Activity Duration: 5 minutes

Purpose: -Agree on guidelines to foster an atmosphere in which all participants feel comfortable participating

Materials: -Flip chart
-Marker
-Tape

Procedure:

Facilitator informs participants that because the workshop relies on participation and communication, the facilitators would like to propose guidelines to facilitate everyone's ability to participate.

Facilitator and participants brainstorm a list of guidelines for effective and respectful communication and participation. Facilitator writes them on a flip chart. Agreement examples are:

- Put cell phone on vibrate
- Raise hands to speak
- Respect all opinions

Participants show a thumbs-up sign if they agree to these guidelines. Facilitators tape agreements in a visible place in the room.

1.4. Pre- Evaluation

Activity Duration: 15 minutes

Purpose: -Record participants' prior knowledge of the topic.

Materials: -Handouts for each participant of pictograms showing both correct and incorrect uses of guardrails, ladders, and harnesses.

Procedure:

Facilitator explains that the purpose of the pre-evaluation is to gauge what participants know about the topic. Participants will take a similar evaluation at the end of the workshop in order to assess the effectiveness of the workshop. They will not receive a grade and the results do not impact their participation in Casa Latina in any way.

The pre-evaluation will use pictograms to illustrate different job situations that involve heights (use of ladder on a wet surface, use of ladder while carrying materials, working on a roof, and assisting after a fall.). Each question will have three different options for performing that job, highlighting both safe and unsafe approaches. Participants will be asked to choose the option that represents the safest way to use the equipment.

Facilitator explains the format of the evaluation and gives participants a chance to ask questions before beginning the test.

2. Raising Awareness

2.1. OSHA Statistics

Activity Duration: 10 minutes

Purpose: -Communicate the prevalence and severity of workplace falls
-Introduce and highlight important workshop content
-Start to engage participants' own workplace experiences

Materials: -PowerPoint presentation
-Computer
-Projector
-Charting paper and markers

Procedure:

Facilitators will show a PowerPoint presentation with important statistics about the prevalence of fall related injuries and fatalities in Washington State. Information may include:

- In Washington State in 2015, falls were the leading cause of fatalities with 30% of all work-related deaths.
- Thus far in 2018, in Washington falls has been the leading cause of death among construction workers.²
- One third (33%) of those falls were from ladders, 28% from roofs, and 15% from scaffolds³.
- 63 construction workers died from falls in Washington State between 2010-2015. Of those who died:
 - o 52% happened on residential construction sites
 - o 17% of the workers who died were Hispanic
 - o 16% were self employed
 - o Over one third were age 50 or older
 - o 59% of those fatal falls happened from 25 feet or less
 - o 1 in 5 were from 10 feet or less
 - o 48% of fatal falls were from a building or structure
 - o 25% from a ladder
 - o 16% from scaffold

After showing the statistics from L&I, facilitators will engage participants in a brief reflection activity. As a whole group, invite participants to share their reactions to the information:

- Did any of this information surprise you? If so, what?
- Do you know someone who has experienced a fall at work?
- What do you think are some causes of the accidents?

Facilitators take notes on the participant's reflections and transition to the next section by noting that the workshop will add to the participant's own knowledge and experience.

² [Statistics of Work-related Deaths](#)

³ [OSHA's Top 10 Standards](#)

3. Analyzing Risks and Ideas for Solutions

3.1. Ladder Work: Exterior Painting

Activity Duration: 20 minutes

Purpose:

- Identify potential risks associating with work on and around ladders when carrying objects up that ladder
- Promote the importance of operating equipment safely
- Learn to use the equipment correctly in the workplace

Materials:

- Straight ladder
- 1-gallon latex paint
- 3" paint brush

Procedure:

Participants gather in groups of about 4 people.

One person in the group pretends to paint the exterior of a house. This person must set up the ladder against the wall and pretend to paint the side of the house. In watching the demonstration, the rest of the group answers two questions:

1. What are the risks of using either a straight or extension ladder when doing exterior painting?
2. What can you do to reduce those risks?

Each group should brainstorm what they identify as potential risks or hazards and write them on a piece of paper. Each group then discusses what possible solutions might be to rectify those hazards.

After the groups have completed their brainstorm, they will share their conclusions with the rest of the class. Facilitators will ask the rest of the participants if they have any additional ideas for solutions for each exterior painting scenario.

After all the groups have presented, the facilitators summarize the risks and solutions and use pictures to reinforce with a visual.

3.2. Window washing

Activity Duration: 20 minutes

Purpose: -Identify potential risks associated with working from heights on stools or in slippery conditions
-Learn to use the equipment correctly and safely in the workplace

Materials: -3' step stool
-Window squeegee
-3 cleaning rags
-Spray bottle

Procedure:

Participants gather in groups of about 4 people.

One person in the group pretends to wash the windows of a house. The person will climb the step stool and pretend to wash windows using the supplies provided. In watching the demonstration, the rest of the group answers two questions:

1. What are the risks of using either a straight or extension ladder when doing exterior painting?
2. What can you do to reduce those risks?

Each group should brainstorm what they identify as potential risks or hazards and write them on a piece of paper. Each group then discusses what possible solutions might be to rectify those hazards.

After the groups have completed their brainstorm, they will share their conclusions with the rest of the class. Facilitators will ask the rest of the participants if they have any additional ideas for solutions for each window washing scenario.

After all the groups have presented, the facilitators summarize the risks and solutions and use pictures to reinforce with a visual.

3.3. Platform/Flat Roof work

Activity Duration: 20 minutes

Purpose: -Identify potential risks associated with working from heights on a platform or next to a ledge
-Promote the importance of operating equipment safely

Materials: -Guardrail-like structure
 -Hammer
 -Tape measure
 -Cordless drill

Procedure:

Participants gather in groups of about 4 people.

One person in the group will pretend to repair a flat platform. The person will pretend to use the tools provided to repair the surface. In watching the demonstration, the rest of the group answers two questions:

1. What are the risks when working on platforms?
2. What can you do to reduce those risks?

Each group should brainstorm what they identify as potential risks or hazards and write them on a piece of paper. Each group then discusses what possible solutions might be to rectify those hazards.

After the groups have completed their brainstorm, they will share their conclusions with the rest of the class. Facilitators will ask the rest of the participants if they have any additional ideas for solutions for each platform-work scenario.

After all the groups have presented, the facilitators summarize the risks and solutions and use pictures to reinforce with a visual.

3.4. Rescue Plan in the Case of a Fall

Activity Duration: 20 minutes

Purpose: -Identify the important steps to take in establishing and executing a rescue plan in case of a fall
 -Promote the importance of mitigating risks of fall and having a safety plan in place in case of a fall

Materials: -Computer, projector
 -Butcher paper and markers
 -Sample L&I workers' comp claim form

Procedure:

In this scenario, everyone participates together as one group.

Facilitators begin by asking the group several questions about falls and rescue plans:

- Does anyone have experience with a rescue plan, either seeing a rescue plan in action or being a part of one?
- Has anyone used a rescue plan at a previous job or work experience?
- Do you currently have a rescue plan?

Facilitators elicit comments from participants about their experience with rescue plans.

Facilitators show a short video segment (0:58 – 1:25) that shows a fall scenario at a construction site.

[Fall Video](#)

Facilitators ask the group what they would do in that scenario or what should have been done differently. Participants brainstorm what they identify as parts of a rescue plan. Facilitators take notes on comments from the group and add additional information about best practices in forming and executing a rescue plan. This may include:

In the case of a workplace accident or fall, follow these steps to help ensure that the person(s) injured are safe until the medical assistance (911) arrives:

- If you are the person who is hurt: keep calm, do not move, and wait for medical assistance.
- If you are witness to or near the accident:
 1. Call 911. One person should stay with the injured person and another person makes the 911 call and communicates with the emergency experts.
 2. Stay calm. You are more likely to make mistakes if you panic.
 3. Avoid gathering in large groups. People clustered together will create confusion and distract the people who can help, including emergency services.
 4. Don't move the injured person(s). Unless emergency services confirm that it is okay, do not move the injured person. Spine injuries may occur if you do this. In some situations, the person may be moved if it will avoid risk of another injury, such as in case of fire.
 5. Focus on the injured person(s). Talk to them, let them know help is coming, and help keep them warm. Note if the person is

aware and conscious or having trouble breathing. This information can be provided to the emergency response teams. Other information to include may be: what to do when emergency personnel arrives, how to fill out a worker's comp form at the hospital, how to send a form to LNI and what may happen next.

Facilitators may also include information on how a rescue plan may differ if the worker is still attached and swinging from a harness. Finding information on this topic in Attachment E.

After the discussion, the facilitators summarize the risks and solutions and use pictures to reinforce with a visual or this short video explaining safety tips to help avoid falls at work: [Fall Prevention Video](#)

4. CLOSING

4.1. OSHA Information & Resources

Activity Duration: 10 minutes

Purpose: -Reinforce key information from the workshop
-Give participants something concrete to take from the workshop

Materials: -Whiteboard marker
-Copies of small paper handout with best practices and OSHA information

Procedure:

Facilitators explain what OSHA is: Occupational Safety and Health Administration and its mission: "to assure safe and healthful working conditions for working men and women and enforcing standards and by providing training, outreach, education and assistance".

Various laws under OSHA address fall protection and state the responsibilities of employers and rights of workers, including:

Scaffolds CFR 1926.451 subpart L
[OSHA Scaffold Policy Subpart L](#)

Fall protection CFR 1926.502 subpart M
[OSHA Scaffold Policy Subpart M](#)

Stairways and Ladders CFR 1926.1053 subpart X

[OSHA Scaffold Policy Subpart X](#)

Information to file any complaint with OSHA:

[206-757-6700](tel:206-757-6700); [OSHA Reporting Page](#)

U.S. DOL/OSHA

300 Fifth Avenue, Suite 1280

Seattle WA 98104

The Whistleblower Protection Law is designed to protect workers from retaliation from their employers if they lodge a complaint (according to OSH Act Section 11C). More information here:

[OSHA Whistleblower Policy](#)

Each participant receives a small square of paper with crucial information to remember. Facilitator can suggest that participants keep the paper in their wallet, in case they need to refer to it while working.

4.2. Post- Evaluation

Activity Duration: 15 minutes

Purpose: -Record participant knowledge of the topic after the workshops to compare to pre-workshop evaluations

Materials: -Handouts for each participant of pictograms showing both correct and incorrect uses of guardrails, ladders, and harnesses.

Procedure:

Facilitator should remind participants of the purpose and format of the evaluation and give participants a chance to ask questions before participants begin the test.

Just like the pre-evaluation, the post-evaluation will use pictograms to illustrate different job situations. Each question will have three different options for performing that job, highlighting both safe and unsafe approaches. Participants will be asked to choose the option that represents the safest way to do the job.

After individuals finish their post evaluation, the facilitators will go through each question with the group and confirm the right answers.

4.3. Impact Evaluation

Activity Duration: 5 minutes

Purpose: -Elicit feedback from participants to gauge their experiences from the workshop and learn areas for improvement or change in the future

Materials: -Butcher paper & marker
-Ball

Procedure:

Facilitators lead participants in a round-robin activity, in which participants can share brief reflections about the workshop:

- One thing they learned.
- One thing they liked about the workshop.
- One suggestion to change or improve it.

Facilitators record participant responses on butcher paper or other paper.

Facilitators thank participants for their participation and remind them to take the handouts with them.

APPENDICES

A. Pre and Post Evaluation Questions

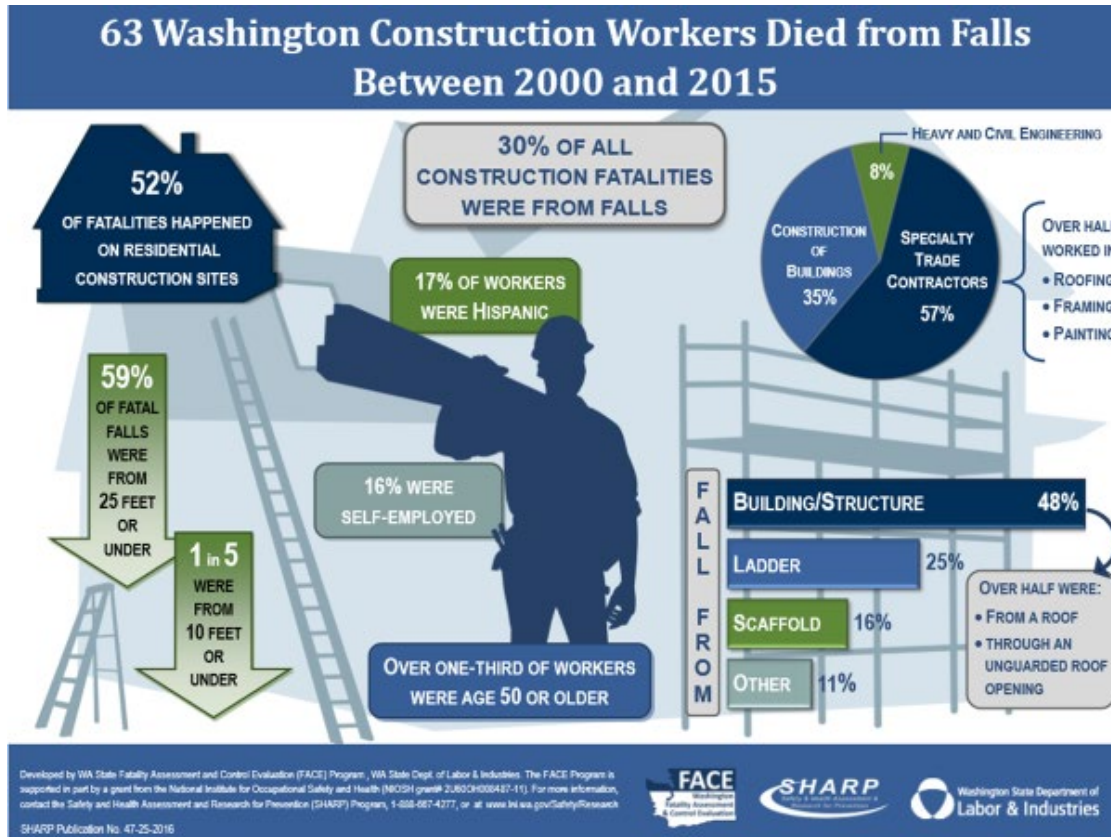
1. Proper technique for working on a roof
 - A) No railing
 - B) Half railing (1 or 2 feet high)
 - C) Full railing that meets regulations (3 feet high)

2. Proper use of ladder while painting with buckets
 - A) Climbing with paint buckets in hand
 - B) Climbing with hands free and the buckets are above on the last step
 - C) Climbing with hands free and another person is below passing the buckets up to the person on the ladder

3. Proper use of a ladder while window washing
 - A) Hands are free and the ladder is securely placed and dry
 - B) Hands are free but the ladder is wet
 - C) Hands are free but the ladder is insecurely placed

4. Proper rescue plan behavior in the event of a fall
 - A) Helping the injured person to sit up before 911 arrives
 - B) Moving the injured person and talking to 911 on the phone at the same time
 - C) Sitting with the injured person but not moving them until 911 arrives

B. Construction and Fall Statistics Graphic



C. Ladder Images & Information



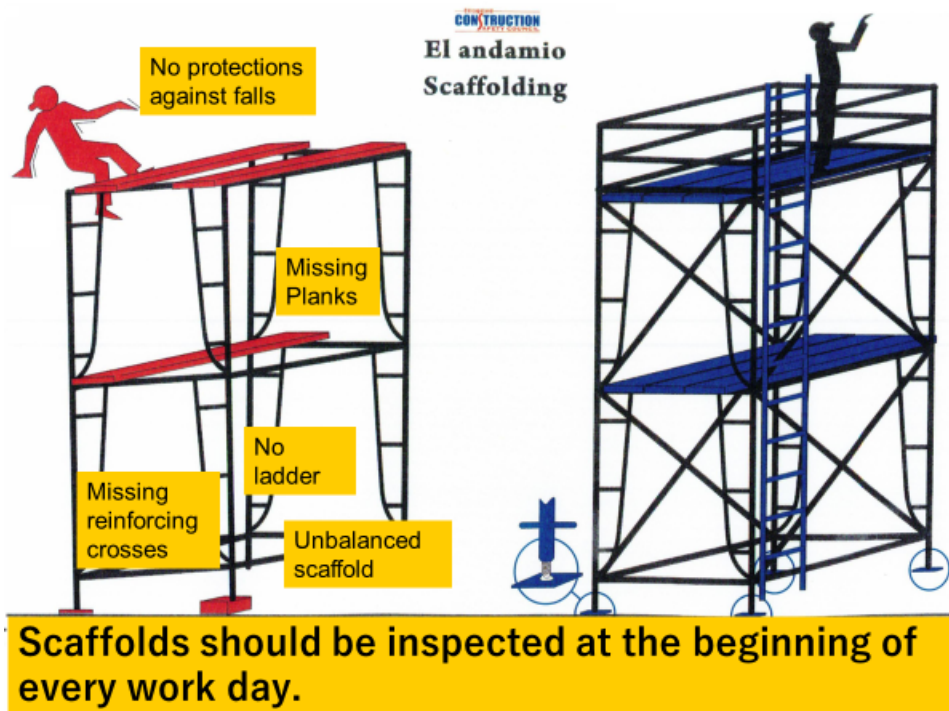
Risks of working from ladders:

- Holding objects while climbing the ladder
- Falling off the ladder when overreaching
- Ladder sliding and causing damage to the house
- Dropping tools or materials onto other workers below
- Surfaces may be wet, slippery, or uneven

Ways to reduce risks:

- Inspect the ladder before usage
- Ensure the ladder is properly placed, with spreaders open and locked
- Make sure the ground is firm, level, and clean before placing the ladder
- Give the ladder the proper inclination (70 degree angle)
- Secure the ladder with rail end caps; this can prevent damage to the wall and add grip for extra stability
- Carry tools and materials up the ladder while maintaining at least 3 points of contact, such as use of tool belts, another person to hand tools up, or putting all tools in a bucket and carrying up the bucket
- Never overreach the ladder (naval should always remain within the frame of the ladder)
- If possible, find a way to do the work without using a ladder (such as an extension tool)

D. Platform and Scaffolding Images & Information



Risks of working on platforms:

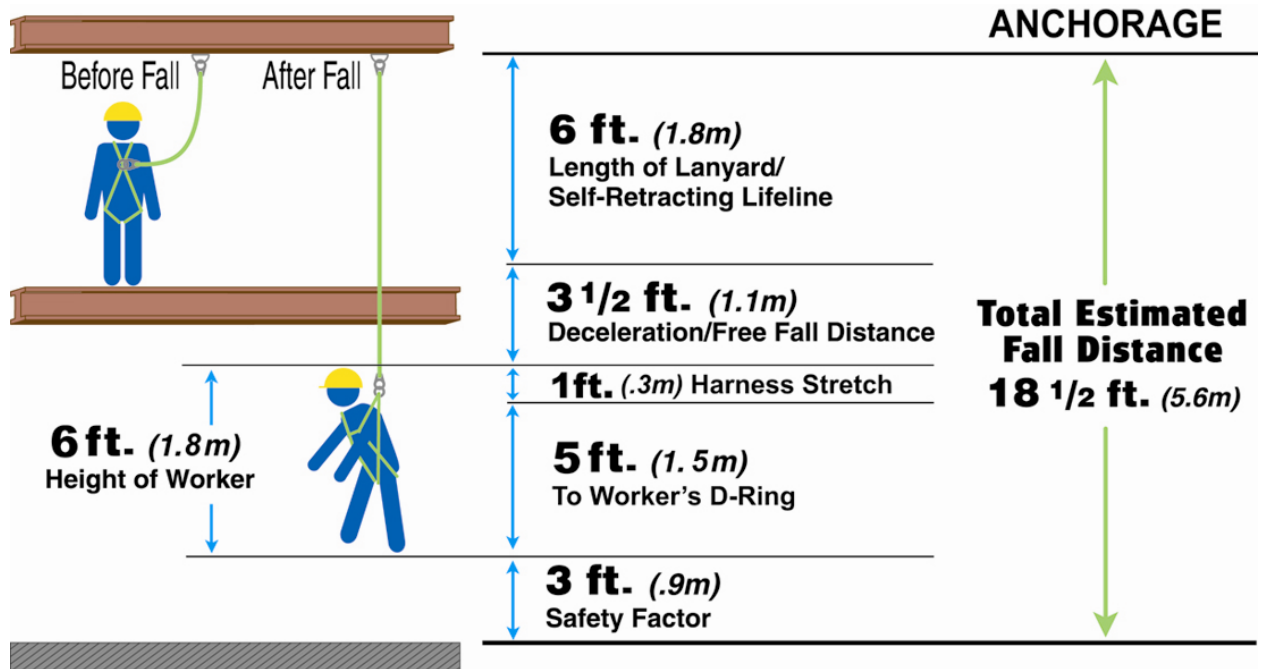
- Falling over the edge
- Falling through the platform
- Dropping tools or materials onto other workers below

Ways to reduce these risks:

- Use a guardrail system (top rail, id rail, and toe kick)
- Use a warning line system 6 feet from closest leading edge
- Install a net or other apparatus to catch falling debris
- Limit access to the area below the platform or scaffolding

E. Rescue Plan Images & Information





Tips for How to Make a Rescue Plan⁴:

Review this checklist before attempting rescue:

- Consider alternatives to using fall arrest equipment
- Rescue equipment inspected and in good shape
- Equipment is adequate for the rescue plan
- Identify, locate, and test all communication devices
- Rescue workers are familiar with the use of the rescue equipment

If the person working at heights has proper equipment and used correctly, 90% of fallen workers will perform a self-rescue. This includes:

1. Worker will climb back up to the level from which he fell.
2. Worker will return to the floor or ground and be reviewed for possible medical attention.
3. Remove all necessary components of his fall arrest system and document (bag and tag) the components involved in the fall with name, date, and activity at time of fall.

⁴ <http://api.capitalsafety.com/api/assets/download/1/9020713>

F. Information Pamphlet: Best Practices of Advanced Fall Prevention

Potential ideas:

- Keep three points of contact on a ladder at all times.
- Keep hands free when climbing and working on a ladder; use tool belt, bucket, or help from another worker to carry tools.
- Use scaffolding with proper guardrails and secure footing.
- Review all equipment before using to make sure it is adequate.
- Call 911 as soon as someone falls, and do not attempt to move them until 911 arrives.
- Call OSHA to report an unsafe work practice: 206-757-6700