



PCPA WORKERS' COMPENSATION TRUST FUND NEWS

Edition 34
December 1, 2004

Newsletter Published in Coordination with Brown & Brown of Lehigh Valley, Inc.
and Consolidated Risk Services, Inc.

Winter Driving Quiz

If your car is covered with snow, the minimum you should do before driving is:

1. Brush off the windows, clear a good peep hole on the driver's side, and let the de-frosters do the rest as you drive.
2. Brush off the windows and thoroughly clear a space 30 cm (one foot) square to enable you to see out the front and back windows.
3. Clear all the snow off the windows, roof and hood, front and rear lights, and scrape the ice off all windows.

Below -20C the following condition does NOT occur:

1. Tire chains cease to be effective for traction.
2. Sand ceases to increase traction.
3. Snow tires loose their ability to bite into snow.

When you get stuck on ice or hard packed snow, do NOT:

1. Spread sand under the tires.
2. Gently rock the car back and forth by shifting from forward gear to reverse using the brakes to hold the vehicle between shifts.
3. Apply pressure on the gas, keeping your wheels straight, and move out of the situation as quickly as possible.

If you don't have ABS and must stop quickly in icy or snowy conditions:

1. Apply strong, steady pressure to the brake pedal and don't let up.
2. Pump your brakes.
3. Slam your foot on the brake pedal at once.



If you go into a skid on ice:

1. Apply the brakes to slow yourself down.
2. Over steer to compensate for the direction of the skid.
3. Take your foot off the accelerator and declutch or shift to neutral.
4. All of the above.

Answers to the quiz are on page 4—DON'T CHEAT



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Real Life Success Stories

Taken Form: Injury Prevention & Cost Control Alert—Work with doctors on return-to-work— Realizing that return-to-work was a critical component in keeping comp cost down. We also realized that it wasn't as simple as just getting an injured worker back in the saddle.

That fact has been proven a couple of times, when a worker ended up aggravating an injury because there wasn't clear information on what activities were safe and which ones weren't.

One big reason for this: A lot of times, doctors would send someone back after an injury with the simple instructions to put the person on "modified duty" - without saying what that person could or couldn't do.

The doctors probably didn't have enough information to give better advice. Put together a handbook for the doctors, listing the physical requirements for every job. Then invite them to come in for a tour and show them the different job's workers do. Now the doctors know what the requirements are for each job.

Injured employees return to work now with detailed lists from doctors of what they can and can't do. This has resulted in no-injuries among returning workers, and the overall lost time has dropped dramatically.



Put together a handbook

Accident Investigation Procedure

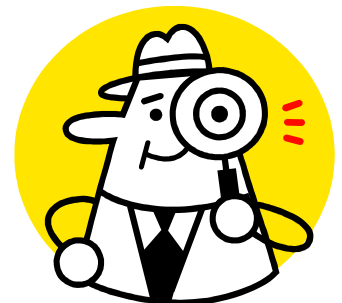
When an accident occurs, the investigator must act quickly. No two situations are alike, but normally the following is correct.

- A. Attend to the injured employee.
- B. Secure the accident scene.
- C. Notify your immediate supervisor.

The amount of action will depend on the severity of the accident. Follow established company procedure. Begin your investigation as soon as possible.

Be objective - Don't let emotions or your own opinions cloud your investigation. Proceed as follows:

- A. Interview everyone who saw or was involved in the accident, including the victim (may have to be done at a later date). Use this procedure.
 1. Put them at ease - explain that you are finding facts -- not fault.
 2. Interview "on the spot" -- if possible.
 3. Interview each person separately - group interviews create confusion.
 4. Encourage the person to tell "what they saw."
 5. Ask open-ended questions: "What? How? Where? When?"





6. Repeat the story back for confirmation.
 7. End on a positive note.
 8. Keep the pipeline open. Some people will remember important facts later.
- B. Observe the accident scene - Look for obvious defects in equipment, tools, the object causing the injury. In some cases, photos or drawings may help.
- C. Record critical information promptly - don't delay. Use a prepared form to help remember key questions.
- D. Gather facts, not opinions. Use them to identify activities that contributed to the accident.
- E. Make conclusions based on facts and knowledge, not suppositions.
- F. Make recommendations to correct physical hazards, revise job procedures, identify employee training needs.



Questions to Ask

There are certain key questions that will help a foreman to complete a thorough investigation. The following will work in many instances.

1. What was the victim doing at the time of the accident?
2. Was the victim authorized and qualified to do this operation?
3. Were approved procedures being followed?
4. Was the victim familiar with the job and procedures?
5. Is the job or process new to the area?
6. Were proper tools or equipment being used?
7. Was the proper supervision being provided?
8. Had the victim received hazard potential training prior to the accident?
9. What was the location of the accident?
10. What was the physical condition of the area when the accident occurred?
11. What were witnesses doing at the time of the accident?
12. What immediate or temporary action could have prevented the accident or minimized its effect?
13. What long-term or permanent action could have prevented the accident or minimized its effect?
14. Had corrective action been recommended in the past but not adopted?



The above information was taken from the Pennsylvania Department of Labor & Industry



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Answers to Winter Driving Quiz

1. **C**—Clean all snow and ice off all windows. Also remove loose snow from the hood and roof to prevent it from blowing up on the windshield or drifting over the back window as you drive. Don't be a peep hole driver, and ensure all windows are defrosted before starting out.
2. **C**—Snow tires do not lose their effectiveness at low temperatures. But remember they are designed to help you on unpacked snow and are little help on ice or hard packed snow. Tire chains and sand give you traction at temperatures closer to the freezing mark, but not at very low temperatures. Always approach ice or hard packed snow with care.
3. **C**—If you apply too much power, you will just spin your wheels. Rather; use the "easy does it" approach when starting on icy surfaces. Clear away snow from around the tires and create traction. Rocking the car allows you to increase the distance traveled with each rock.
4. **A**—But stop short of locking your wheels. The best defense is to leave a greater distance between your vehicle and the one ahead of you, and to reduce your speed to decrease your stopping distance. Slamming your brakes could lock the wheels and produce an uncontrolled skid. However, with anti-lock brakes (ABS), c is a valid answer.
5. **C**—Do not put on your brakes. Follow your natural impulse and steer to keep the car going in its original direction, but don't over steer. When you feel the car regaining traction, start to straighten your wheels. Be prepared to handle a skid in the opposite direction.



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HAVE A SAFE HOLIDAY