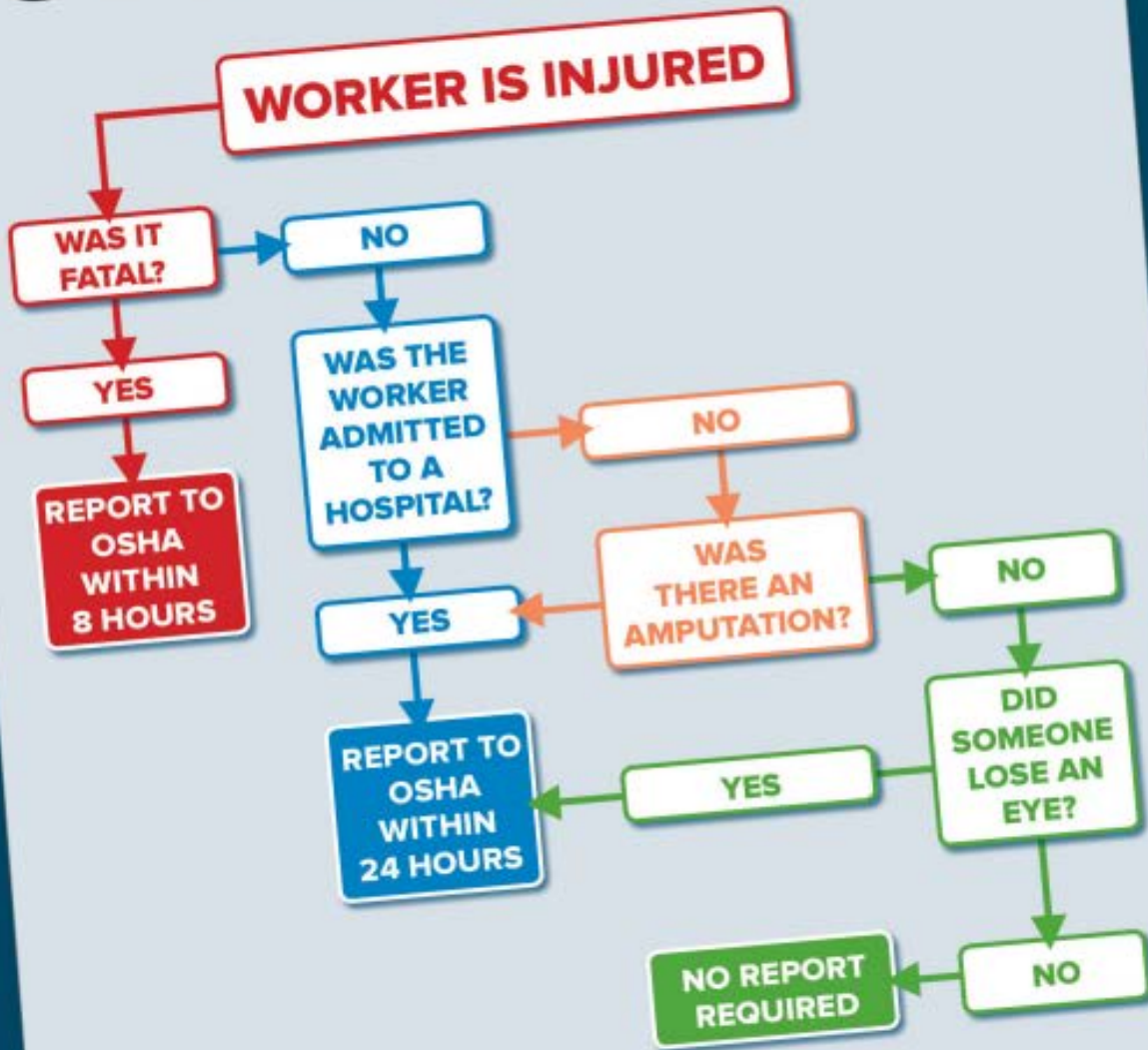


OSHA's NEW REPORTING EXPLAINED



HOW DO I REPORT?

Call 1-800-321-OSHA (6742) or your local OSHA office
Report online at www.osha.gov/report_online

You Asked, We Answered - New Reporting Requirements



Why is the OSHA Recordkeeping Rule changing? Federal OSHA has determined that focusing on the serious injury of any employee, not just when multiple employees are involved, will catch larger problems before they become catastrophes.

When does this rule change take effect? The reporting rule will take effect federally on January 1, 2015. As a state plan state, Indiana generally adopts federal changes 60 days after the change is implemented. This means the Indiana Occupational Safety and Health Administration (IOSHA) will begin enforcing the new reporting procedures on or after March 1, 2015.

Why does Indiana delay adopting federal standards? Indiana generally delays adopting federal standards by 60 days to ensure Hoosier businesses have time to adapt their business practices to any new rules. The delay also allows any changes which need to be made at the federal level to be made clear before Indiana adopts the standard.

Do I have to report every work-related injury to IOSHA? Not necessarily. Employers subject to the OSHA recordkeeping requirements must still maintain the appropriate documentation, which includes the OSHA 300 log, 300(A) summary and either the 301 first report of injury or an equivalent form. However, employers will now be required to report work-related employee hospitalizations and all amputations or loss of an eye(s) to IOSHA.

There are some exceptions. If an employee is taken to the hospital for observation or testing, that particular incident does not require an immediate report or

notification to IOSHA. Employers are required to report only in-patient hospitalization that involves care or treatment.

How does OSHA define amputation? Amputations include a part, such as a limb or an appendage, that has been severed, cut off or amputated (either completely or partially); fingertip amputations with or without bone loss; medical amputations resulting from irreparable damage; and amputations of body parts that have since been reattached. Amputations do not include avulsions (tissue torn away from the body), enucleations (removal of the eyeball), degloving (skin torn away from the underlying tissue), scalpings (removal of the scalp), severed ears or broken or chipped teeth.

Where can I go to learn more information about this update? More information including answers to frequently asked questions, fact sheets and guides for the OSHA Recordkeeping Rule update is available on federal OSHA's webpage at www.osha.gov/recordkeeping2014/index.html

Who can I call to get clarification if I'm not sure about whether I should report something? Employers may contact INSafe with questions or concerns about workplace safety and health, including OSHA Recordkeeping. Call INSafe at (317) 232-2688, or email your inquiry to insafe@dol.in.gov.

INSafe also provides free workplace safety and health consultation to Hoosier employers by request. Learn more about INSafe online at www.in.gov/dol/insafe. Employers may initiate a request for free workplace safety and health consultation by completing and submitting the form online at www.in.gov/dol/insafeconsultation.