

**PROGRAM TO MINIMIZE REPETITIVE MOTION INJURIES  
FOR THE  
DUNSMUIR JOINT UNION HIGH SCHOOL DISTRICT**

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## POLICY

The Dunsmuir Joint Union High School District has adopted this Program to minimize work related repetitive motion injuries (RMI) through implementation of work site evaluations, administrative and engineering control measures, and employee training. This program will meet all requirements of:

- California Code of Regulations, Title 8, Subchapter 7, Group 15, Article 106, Section 5110
- California Labor Code, Sections 142.7 and 6357

For purposes of this Program, the following definitions apply:

1. **RMIs** – musculoskeletal injuries resulting from a job, process, or operation of identical work activity which have been the predominant cause of objectively identified and diagnosed musculoskeletal injuries to one or more employees reported within a twelve-months period after July 3, 1997. A licensed physician must objectively conduct the identification and diagnosis of the RMI.
2. **Licensed Physician** – a person with an M.D. or D.O. degree licensed and diagnosing within the scope of his or her practice.
3. **Predominant Cause** – 50% or more of the injury was caused by a work related repetitive job, process or operation of identical work activity.
4. **Identical Work Activity** – the employees were performing the same work related repetitive motion task, such as but not limited to word processing, assembly or loading.

## WORK SITE EVALUATIONS

Where more than one RMI is reported as defined above, a representative number of such jobs, processes, or operations of identical work activities shall be evaluated for exposures which have caused RMIs.

## **CONTROL OF EXPOSURES**

Any exposures that have caused RMIs shall, in a timely manner, be corrected or if not capable of being corrected have the exposures minimized to the extent feasible. The District will consider the following administrative and engineering controls in determining how to correct or minimize exposures:

- Administrative Controls – job rotation, work pacing or work breaks
- Engineering Controls – work station redesign, adjustable fixtures or tool redesign

The District may also consider other control measures that would not impose additional unreasonable costs.

## **EMPLOYEE TRAINING**

Employees shall be provided training that includes an explanation of:

1. The Program to Minimize Repetitive Motion Injuries;
2. The exposures which have been associated with RMIs;
3. The symptoms and consequences of injuries caused by repetitive motions;
4. The importance of reporting symptoms and injuries to the District; and
5. Methods used by the District to minimize RMIs.

The training shall be provided to employees as follows:

1. Upon establishment of the Program to Minimize Repetitive Motion Injuries;
2. Upon completion of a work site evaluation;
3. Upon hire to all new potentially exposed employees;
4. Upon new job assignments for which training has not been previously received; and
5. Annually thereafter.

## **EMPLOYEE REPORTING OBLIGATIONS**

All employees are required to report to the District all RMIs which have been objectively identified and diagnosed by a licensed physician which are suspected of being 50% or more caused by a job, process or operation at the District.

All employees are encouraged to report all suspected RMIs or RMI symptoms and unsafe/unhealthful work practices and conditions.

## **ENFORCEMENT**

Awareness of and compliance with all District safety rules and programs are considered conditions of employment. The District reserves the right to discipline employees, up to and including termination, for failure to follow the guidelines of this program.

**APPENDIX A**

**REPETITIVE MOTION INJURY REPORT FORM**

# REPETITIVE MOTION INJURY REPORT FORM

(Must be completed by a Licensed Physician)

California Code of Regulations, Title 8, Section 5110 requires employers with 10 or more employees to establish and implement a program to minimize repetitive motion injuries if two or more employees, within a 12-month period, report objectively identified and diagnosed repetitive motion injuries predominantly caused (50% or more) by a repetitive job, process or operation of identical work activity. The California Division of Occupational Safety & Health considers information customarily relied upon to diagnose repetitive motion injuries includes physical examinations and tests such as electromyography, x-rays, computerized tomographs and magnetic resonance imaging.

I have conducted an examination of \_\_\_\_\_ and have objectively identified and diagnosed the following repetitive motion injury:

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The employee participates in the following activities away from work, which may contribute to the repetitive motion injury:

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The combination of these non-work activities accounts for \_\_\_\_ percent of the repetitive motion injury.

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

It is my opinion that this repetitive motion injury is 50% or more caused by the following work related repetitive job, process or operation:  
(Please be specific)

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

Activity: \_\_\_\_\_ Percent \_\_\_\_\_

My opinion is based on the following:

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I suggest the following controls of the exposure from the above listed job, process or operation:

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Additional comments/suggestions:

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\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date