

STAY SAFE WITH SOCIETY



SLIP/FALL PREVENTION FOR MANAGERS

A national study of workplace injuries found slips and falls on the same level were the second leading cause of employee injury. The study also found that slip/falls on a level surface have increased 41 percent in the last 10 years!

Use the following checklist to control your risk of slips/trips/falls. Begin by identifying where slip/falls may occur: entrances, exits, parking lots, etc. Target any location where someone slipped/tripped in the past 12 months. If you can't answer yes to any of the below items, you should closely examine the issue as a potential item for action to correct a deficiency.

- Do you know your company's slip/fall loss history?
- Do you have a program to teach employees how to avoid slip/falls?
- Do you use walk-off mats to control the water brought indoors by rain or snow at entrances?
- Do the walk-off mats cover the full width of entrances/exits?
- Are walk-off mats long enough (10-12 strides) to capture all tracked in water?
- Do you use a mat service to regularly change out and clean the walk-off mats?
- Do all rugs and mats lay flat without curled up edges or frayed seams?
- In winter, are entrances regularly checked for ice/snow build-up?
- Is there extra salt/sand at all entrances, with a scoop, for spot treating?
- Are restroom floors periodically checked for water on the floor?
- Do you have and require the use of wet floor signs or cones?
- Are wet floor signs only used when the floor is actually wet? (If wet floor signs are always out, people will stop noticing them and they will lose their effectiveness.)
- Are floor surfaces, carpet, tile, vinyl periodically checked and cleaned at least once each day?
- Are buckets and mops readily available for spot cleaning hard surface floors?
- Do you use floor cleaning products that are compatible with your floor surface and the contaminants in your business?
- Do all flights of steps greater than three steps have a handrail?
- Are all steps well lit?
- Are all steps and handrails tight with no movement possible?
- Do you highlight, with a contrasting color, any sidewalk deviations greater than 3/4 inch or single steps up or down?



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- ✓ Do you have any ramps and, if so, are they treated with a non-skid surface?
- ✓ Are entranceways and exits free of any tripping hazards?
- ✓ Do you have repairs scheduled for any pavement sections where you answered "YES" in the previous question?
- ✓ Do downspouts from your roof discharge water onto sidewalks or pedestrian walkways? (If they do, these areas must be checked for ice in winter or the discharge redirected.)
- ✓ Are your sidewalks and parking lot adequately lit?
- ✓ If you have video surveillance of your property and a slip/fall is reported, do you immediately recover and save the video for the area in question?
- ✓ Do you have a still/digital camera to take pictures of the area where the incident occurred?
- ✓ Has staff been trained on how to respond to a customer slip fall?
- ✓ Do you have liability claim forms readily available?
- ✓ Have you advised employees NOT to report to work early on days with heavy snow so maintenance has time to plow, shovel and salt?
- ✓ Have you designated a primary entrance to be used on snow days? (A primary entrance is one that will always be shoveled and salted first and kept clear.)
- ✓ Have you advised employees to only use the primary entrance on snow days?
- ✓ Do you check your sidewalks and parking lots frequently in winter, looking for areas that are in the sun and then in the shadows, where ice will form? (Ask the maintenance staff to maintain an inspection list of these areas so they can be targeted with ice melt!)

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