

State of Nevada
Department of Administration
Risk Management Division
201 S. Roop St, Ste. 201
Carson City, NV 89701

July/Aug/Sept
Volume 2021, Issue 3



Risk-y Business

2021 State of Nevada Health and Safety Conference

The Health and Safety Conference is back in 2021! The conference will be held in Mesquite, NV, September 22-24, 2021, at the CasaBlanca Hotel & Casino. There is a block of hotel rooms available for our Safety Coordinators at the State rate, but this block/price are only available until August 23, so book your room soon! In order to get the code to reserve your room at the State rate, please contact Safety Specialist, Nick Robison at nrobison@admin.nv.gov or 775-687-1753.

You can now register for the conference by logging into Smart21 and clicking on the Learning Tile. The conference is titled "Risk Management Annual Health & Safety Conference." If you need assistance registering for the conference, please contact Crystal Cruson at crystal.cruson@admin.nv.gov or 775-687-1751.

We look forward to seeing all our Safety Coordinators again this year!



Mission

The mission of Risk Management is to preserve and protect State property and personnel. This is achieved by integrating agency programs that systematically identify and analyze exposures to risk, selecting and implementing appropriate risk control strategies, financing anticipated or incurred losses and regular monitoring for continual improvement and enhancement.

Vision

Our vision is to continually improve our service to the State, to protect the State's human, intellectual, physical and financial assets and resources and to collaborate with staff to help them meet their goals thereby minimizing the probability, occurrence and impact of accidental losses to the Government of the State of Nevada.

Philosophy

We believe that a successful Risk Management program requires proactive vs. reactive plans and actions. We believe that most risks can and must be identified and managed effectively. Overall, it is our belief that *prevention is better than the cure.*



Meet Our New Safety Specialist

Risk Management is proud to announce Nicholas Robison as our new Safety Specialist. Nick is very excited to be part of the team and he looks forward to meeting all of you. He was born and raised here in Northern Nevada and is a third generation Nevadan. He went to school at TMCC and graduated with Paramedic Certification. He worked with North Las Vegas Fire for almost 20 years. He held various rolls in the organization but left as a Paramedic Captain. He was also part of a Type III Incident Management Team for the State of Nevada. His roll on the team was Incident Safety Officer and Medical Unit Leader. He spends most of his free time outdoors, usually on the water with a fishing pole. He likes to cook, garden, and spend time with his family.

Please help us to give Nick a warm welcome. He can be reached at nrobison@admin.nv.gov or at (775) 687-1753.

EARLY HISTORY OF WORKERS' COMPENSATION

According to Gregory Guyton in A Brief History of Workers' Compensation, Iowa Orthopedic Journal, 1999, in approximately 2050 B.C., in ancient Sumeria (now Iraq), the law of Ur contained in Nippur Tablet No, 3191 provided for compensation for injury to a worker's specific body parts. Under ancient Arab law, the loss of a thumb was worth one-half the value of a finger. Similar systems existed and are contained in Hammurabi's Code in 1750 B.C. as well as in ancient Greek, Roman and Chinese law. The common denominator in most if not all of these early schemes was the compensation for "schedules" for specific injuries which determined specific monetary rewards. This concept of an "impairment" (the loss of function of a body part) as distinct from a "disability" (the loss of ability to perform specific tasks remains with us today.

Jumping ahead a couple of thousand years,

Stephen Talty in Empire of Blue Water: Captain Morgan's Great Pirate Army, Crown Publishing, (2007) describes the legendary English privateer Capt. Henry Morgan (of the rum company fame) who in the mid 1600's had a ship's constitution that provided for the "recompense and reward each one ought to have that is either wounded or maimed in his body, suffering the loss of any limb, by that voyage." The loss of a right arm was worth 600 pieces of eight; the left arm:500; right leg :500, left leg: 400 and so forth.

Today's workers' compensation laws owe their origin to Prussian Chancellor Otto von Bismarck who in a political move to mitigate social unrest, created the Employer's Liability Law of 1871. In 1884 he established Workers' Accident Insurance. This program not only provided monetary benefits but medical and rehabilitation benefits as well. The centerpiece of von Bismarck's plan was the shielding of employers from civil lawsuits; thus, the exclusive remedy doctrine was born.

<https://www.lexisnexis.com/legalnewsroom/workers-compensation/b/workers-compensation-centennial/posts/workers-compensation-in-the-united-states-the-first-100-years>

Training Classes

The Risk Management Division has several training classes available in Smart 21. As we all start to get back to normal in July, we will be offering a mix of in person trainings and virtual trainings and as we move further into the year they will all become in person again. Below is a list of dates/times that these courses are available.

Tuesday July 6, 2021

Risk Management – Workplace Violence: Recognition and Prevention, 8:30am-12:30pm

Risk Management – Accident Investigations, 1:30pm-3:00pm

Thursday July 8, 2021

Risk Management – Defensive Driving, 8:30am-12:30pm

Risk Management – Basic Office Ergonomics, 1:30pm-3:00pm

Tuesday July 13, 2021

Risk Management – Defensive Driving, 8:30am-12:30pm

Risk Management – Accident Investigations, 1:30pm-3:00pm

Thursday July 14, 2021

Risk Management – Workplace Violence: Recognition and Prevention, 8:30am-12:30pm

Risk Management – Basic Office Ergonomics, 1:30pm-3:00pm

Thursday July 21, 2021

Risk Management – Defensive Driving, 8:30am-12:30pm

Risk Management – Accident Investigations, 1:30pm-3:00pm

Thursday July 22, 2021

Risk Management – CPR/AED, 8:30am-12:30pm

Thursday July 27, 2021

Risk Management – CPR/AED, 8:30am-12:30pm

Thursday July 28, 2021

Risk Management – Defensive Driving, 8:30am-12:30pm

Risk Management – Basic Office Ergonomics, 1:30pm-3:00pm

Thursday July 29, 2021

Risk Management – Workplace Violence: Recognition and Prevention, 8:30am-12:30pm

Risk Management – Accident Investigations, 1:30pm-3:00pm



In order to access/view these courses in Smart21, please follow the steps below:

- Click the Learning Tile on your home page.
- Type Risk Management in the Find Learning box and click Go.

There will be multiple tiles that populate with all Risk Management courses. If there are classes available, you will see a little link that says, “**See Classes.**” Once you have clicked on it scroll down. All classes listed will have a register now link and then follow the prompts. You will also see the Microsoft TEAMS class link that will allow you to access the class when the time comes.

Currently, there are plenty of slots available. If there are no students enrolled in the course one day prior to the course, then, unfortunately, the class will be cancelled. Please reach out to Crystal Cruson at 775-687-1751 or via email at crystal.cruson@admin.nv.gov if you have any questions.

All About Heart Rate (Pulse)

What should you know about your heart rate?

Even if you're not an athlete, knowledge about your heart rate can help you monitor your fitness level — and it might even help you spot developing health problems.

Your heart rate, or pulse, is the number of times your heart beats per minute. Normal heart rate varies from person to person. Knowing yours can be an important heart-health gauge.

As you age, changes in the rate and regularity of your pulse can change and may signify a [heart condition](#) or other condition that needs to be addressed.

Where is it and what is a normal heart rate?

The best places to find your pulse are the:

- wrists
- inside of your elbow
- side of your neck
- top of the foot



To get the most accurate reading, put your finger over your pulse and count the number of beats in 60 seconds.

Your **resting heart rate** is the heart pumping the lowest amount of blood you need because you're not exercising. If you're sitting or lying and you're calm, relaxed and aren't ill, your heart rate is normally between 60 (beats per minute) and 100 (beats per minute).

But a heart rate lower than 60 doesn't necessarily signal a medical problem. It could be the result of taking a drug such as a [beta blocker](#). A lower heart rate is also common for people who get a lot of physical activity or are very athletic. Active people often have a lower resting heart rate (as low as 40) because their heart muscle is in better condition and doesn't need to work as hard to maintain a steady beat. A low or moderate amount of physical activity doesn't usually change the resting pulse much.

How Other Factors Affect Heart Rate

- **Air temperature:** When temperatures (and the humidity) soar, the heart pumps a little more blood, so your pulse rate may increase, but usually no more than five to 10 beats a minute.
- **Body position:** Resting, sitting or standing, your pulse is usually the same. Sometimes as you stand for the first 15 to 20 seconds, your pulse may go up a little bit, but after a couple of minutes it should settle down.
- **Emotions:** If you're stressed, anxious or "extraordinarily happy or sad" your emotions can raise your pulse.
- **Body size:** Body size usually doesn't change pulse. If you're very obese, you might see a higher resting pulse than normal, but usually not more than 100.
- **Medication use:** Meds that block your adrenaline (beta blockers) tend to slow your pulse, while too much thyroid medication or too high of a dosage will raise it.

When To Call Your Doctor

If you're on a beta blocker to decrease your heart rate (and [lower blood pressure](#)) or to control an abnormal rhythm ([arrhythmia](#)), your doctor may ask you to monitor and log your heart rate. Keeping tabs on your heart rate can help your doctor determine whether to change the dosage or switch to a different medication.

If your pulse is very low or if you have frequent episodes of unexplained fast heart rates, especially if they cause you to feel weak or dizzy or faint, tell your doctor, who can decide if it's an emergency. Your pulse is one tool to help get a picture of your health.

American Heart Association

OSHA Injury and Illness Recordkeeping and Reporting Requirements

Recordkeeping Requirements

- Many employers with more than 10 employees are required to keep a record of serious work-related injuries and illnesses.
- Minor injuries requiring first aid only do not need to be recorded.

How does OSHA define a recordable injury or illness?

- https://www.osha.gov/recordkeeping#recordable_definition

How does OSHA define first aid?

- https://www.osha.gov/recordkeeping#firstaid_definition

This information helps employers, workers and OSHA evaluate the safety of a workplace, understand industry hazards, and implement worker protections to reduce and eliminate hazards -preventing future workplace injuries and illnesses.

Maintaining and Posting Records

- The records must be maintained at the worksite for at least five years.
- Each February through April, employers must post a summary of the injuries and illnesses recorded the previous year.
- Also, if requested, copies of the records must be provided to current and former employees, or their representatives.

Get recordkeeping forms 300, 300A, 301, and additional instructions. <https://www.osha.gov/recordkeeping/forms>

Read the full OSHA Recordkeeping regulation (29 CFR 1904).

<https://www.osha.gov/laws-regs/regulations/standardnumber/1904>

Updated Electronic Submission of Records

- The Injury Tracking Application (ITA) is accessible from the ITA launch page <https://www.osha.gov/injuryreporting/>, where you can provide the Agency your OSHA Form 300A information.
- The date by which certain employers are required to submit to OSHA the information from their completed Form 300A is March 2nd of the year after the calendar year covered by the form.

Severe Injury Reporting

- Employers must report any worker fatality within 8 hours and any amputation, loss of an eye, or hospitalization of a worker within 24 hours.

Learn details and how to report online or by phone. <https://www.osha.gov/report.html>

Wildfire Preparedness

(from the NFPA- <https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Wildfire-safety-tips>)

Before a wildfire threatens your area...

In and around your home

- Clear leaves and other debris from gutters, eaves, porches, and decks. This prevents embers from igniting your home.
- Remove dead vegetation and other items from under your deck or porch, and within 10 feet of the house. Learn more about the [basics of defensible space](#) on the Firewise website.
- Screen or box-in areas below patios and decks with wire mesh to prevent debris and combustible materials from accumulating.
- Remove flammable materials (firewood stacks, propane tanks) within 30 feet of your home's foundation and outbuildings, including garages and sheds. If it can catch fire, don't let it touch your house, deck or porch.
- Wildfire can spread to treetops. Prune trees so the lowest branches are 6 to 10 feet from the ground.
- Don't let debris and lawn cuttings linger. Dispose of these items quickly to reduce fuel for fire.
- Inspect shingles or roof tiles. Replace or repair those that are loose or missing to prevent ember penetration.
- Cover exterior attic vents with metal wire mesh no larger than 1/8 inch to prevent sparks from entering the home.

Creating an emergency plan

- Assemble an emergency supply kit and place it in a safe spot. Remember to include important documents, medications, and personal identification.
- Develop an emergency evacuation plan and practice it with everyone in your home.
- Plan two ways out of your neighborhood and designate a meeting place
- Learn more about emergency preparedness planning on NFPA's [emergency planning](#) webpage.

During the time a wildfire is in your area...

- Stay aware of the latest news and updates from your local media and fire department. Get your family, home and pets prepared to evacuate.
- Place your emergency supply kit and other valuables in your vehicle.
- Move patio or deck furniture, cushions, door mats and potted plants in wooden containers either indoors or as far away from the home, shed and garage as possible.
- Connect garden hoses and fill any pools, hot tubs, garbage cans, tubs, or other large containers with water. Firefighters have been known to use the hoses to put out fires on rooftops.
- Leave as early as possible, before you are told to evacuate. Do not linger once evacuation orders have been given. Promptly leaving your home and neighborhood clears roads for firefighters to get equipment in place to fight the fire and helps ensure residents' safety.

After a wildfire has been contained...

- Continue to listen to news updates for information about the fire. Return home only when authorities say it is safe.

Fire Incidents

If a State vehicle/State property is involved in a fire incident, the State Fire Marshall must be contacted as soon as possible at 775-684-7541 or DPS Dispatch at 775-687-0400. Investigators will schedule a time and arrive in a timely fashion to do an investigation and determine the cause of fire.

The completed State Fire Marshall report must be submitted for review when a claim is filed with Risk Management.

