



LGRMS
RISK CONTROL
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Advancing Georgia's Counties



GEORGIA
MUNICIPAL
ASSOCIATION

June 2017

Local Government Risk Management Services, Inc.

Safety Theme

A Service Organization of the Association County Commissioners of Georgia and the Georgia Municipal Association

The Safety Theme program is designed to help you get an important safety message across to all employees in a simple-to-use format that can be completed each month.

Monthly Theme Poster

Make copies, and post them wherever you will get the most impact.

Safety Theme Article

The article expands on the poster message for the month. Make copies and hand them out to each meeting participant.

Participant Sign-In Sheet

Use the sign-in sheet to document your safety training.

Suggested Agenda for the Monthly Safety Meeting

- Assemble the participants.
- Hand out copies of the article and pass around the sign-in sheet.
- Read the Safety Theme aloud.
- Discuss aspects of the theme relevant to the department, with examples. Ask for ideas and encourage participation.

Training Calendar

Health Promotion Champion

September 20	Tifton, Tift County
September 21	Statesboro, Bulloch County
September 26	Macon, Bibb County
September 27	Cartersville, Bartow County
September 28	Gainesville, Hall County

Workers Compensation

September 7	Tifton, Tift County
September 12	Douglasville, Douglas County
September 14	Gainesville, Hall County
September 26	Dublin, Laurens County
September 28	Macon, Bibb County

Safety Coordinator

Modules 1, 2, & 3

August/September 2017

Tifton, Tift County

Safety Coordinator Module 1, August 1, am
Safety Coordinator Module 2, August 1, pm
Safety Coordinator Module 3, August 2, am

Macon, Bibb County

Safety Coordinator Module 1, August 8, am
Safety Coordinator Module 2, August 8, pm
Safety Coordinator Module 3, August 9, am

Cartersville, Bartow County

Safety Coordinator Module 1, August 29, am
Safety Coordinator Module 2, August 29, pm
Safety Coordinator Module 3, August 30, am

Statesboro, Bulloch County

Safety Coordinator Module 1, September 5, am
Safety Coordinator Module 2, September 5, pm
Safety Coordinator module 3, September 6, am

Safety Bulletin

Avoid The Sprain



To Have No Pain

Identify and Control Sprains and Strains in the Workplace

More employees miss work because of sprains and strains than almost any other work-related injury. Workers often have to stay home for one or more days because of this type of injury.

Clearly, sprains and strains are costing employers' money. If you aren't doing so already, it's time to take steps to prevent the most common type of lost-worktime injury and improve attendance and productivity in your workplace.

Identifying Sprains and Strains

A sprain is a stretching or tearing of ligaments (tissues that connect bone to bone). Symptoms include pain, swelling, inflammation, and sometimes an inability to move the affected limb. The ankle is the most common location for a sprain.

A strain is a stretching or tearing of muscles or tendons (tissues that connect muscles to bones). They may be acute, from a single traumatic incident like a fall, or chronic, from an ongoing misuse or overuse of the tissue. Symptoms of an acute muscle strain include pain, muscle spasms, weakness, and limited range of motion. Chronic strains can cause inflammation of a tendon, which is called tendonitis. Strains often strike the lower back and the hamstring.

The risk factors for sprains and strains are similar. For example, twisting at a joint like the knee or back, especially while the joint is under a load, can cause a sprain or strain.

Preventing Sprains and Strains

Employers can help prevent sprains and strains in the workplace.

Design the work area properly. Work should be done close to the body, between the waist and shoulders. Workers who have to reach out to the length of their arm, above their shoulders, or below their waist to do work place unnecessary



strain on their soft tissues. Any work that employees do routinely should be located at a comfortable height and distance.

Minimize the force required. Workers who must put excessive physical effort into a task risk getting sprains or strains. Minimize the weight of objects that must be lifted or carried, and provide appropriate tools for the task at hand.

Provide rest. This doesn't necessarily mean that workers need extra breaks; it simply means that they should not use the same muscles, in the same way, all day long. Rotating workers through tasks with different demands gives each set of muscles a chance to recuperate, preventing chronic strains.

Reinforce proper mounting and dismounting of vehicles and equipment. Many sprains happen when employees jump down from vehicles.

Provide proper lifting training.

Also, providing workers with the opportunity to change positions can enable workers to use different muscle groups. For example, sit-stand chairs or footstools can permit workers to shift their position frequently while continuing to work, relieving stress.



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Strains and Sprains

Safety Theme