

TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie Medical Officer of Health / CEO

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## 2019 OCCUPATIONAL HEALTH AND SAFETY REPORT

### **Recommendation**

*It is recommended that the Governance Committee receive Report No. 007-20GC re: “2019 Occupational Health and Safety Report” for information.*

### **Key Points**

- The Occupational Health and Safety (OHS) annual report summarizes the health and safety accomplishments, challenges, incidents and activities of the Joint Occupational Health and Safety Committee from the previous calendar year.
- In 2019, the number of employee-reported incidents increased by 13.3% compared to 2018.
- The Joint Occupational Health and Safety Committee participated in two investigations in relation to three employee-reported incident reports.
- Key accomplishments include enhancements to the ergonomics program and the creation/revision of physical demands descriptions for all MLHU positions by team.

### **Background**

Occupational health and safety is an integral aspect of any successful organization. Ensuring that all workplace parties are aware of their roles and responsibilities under the Occupational Health and Safety Act (OHSA) is at the foundation of any health and safety program.

As part of the Occupational Health and Safety Program, the Human Resources Coordinator, Health and Safety, submits an annual report ([Appendix A](#)) summarizing health and safety accomplishments, challenges, employee-reported incident summary and activities of the Joint Occupational Health and Safety Committee (JOHSC) from the previous calendar year. The annual report is shared with staff at all levels of the organization.

### **Occupational Health & Safety Incidents**

The attached report highlights the functioning of the internal responsibility system, where each member of the organization has a role to play in supporting occupational health and safety and ensuring the Middlesex-London Health Unit (MLHU) is committed to fostering a safe work environment.

Over the course of 2019, there were 34 employee-reported incidents, which is a 13.3% increase from 2018. The largest increase was in exposures, with an increase from 0 in 2018 to 3 in 2019. Two of these incidents were related to reported air quality concerns at 50 King Street, which are no longer an issue with the move to Citi Plaza. Details of the investigation into these concerns are included within [Appendix A](#). The other exposure report was related to a scent sensitivity. Middlesex-London experienced several days of freezing rain and icy conditions which resulted in an increase in slips, trips and falls for 2019.

There was also an increase in the number of needlesticks from 0 in 2018 to 2 in 2019. One of the needlesticks involved an instrument, the other was the grazing of a needle, and both incidents were reported to WSIB as per reporting requirements. The most common employee reported incidents include workplace violence, slips, trips and falls and struck with/ caught by/ contact with.

### **Occupational Health & Safety Training, Policies and Physical Demand Descriptions**

Following employee feedback and challenges in scheduling on-site sessions, MLHU moved to a blended model for CPR and First Aid training, facilitated by Middlesex-London EMS. This flexible and blended model includes an online theory component followed by a short hands-on practical session to practice the skills needed to competently provide first aid and/or CPR. The CPR certification training was completed by 23 employees.

Over the course of 2019 the intensive review of all MLHU health and safety policies to ensure compliance with the OHSA continued. By the end of 2019, 19 of 21 health and safety policies had undergone the review process. The review of the remaining health and safety policies, Immunization and Infection Control, will be completed in 2020. These policies require collaboration with several teams and the expertise of several public health staff for consultation.

A large focus of 2019 was the review and creation of physical demands descriptions (PDDs) for all MLHU positions by team. This work has resulted in a more functional use of PDDs for ergonomic reviews and assessments as well as safe return to work and accommodation. Enhancements to the ergonomics program included a focused effort to educate and support staff with concerns related to proper ergonomic set up, which may have resulted in the reduction of MSD employee-reported incidents in 2019.

### **Next Steps**

The Occupational Health and Safety program at MLHU and the work of the JOHSC continue to make improvements for the health and safety of all employees through awareness campaigns, ongoing training opportunities, and ensuring legislative compliance.

This report was prepared by the Human Resources Team, Healthy Organization Division.



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