

<b>Org:</b>	<i>WVU Physicians of Charleston</i>	<b>Policy #:</b>	<i>Safety &amp; Health— Prevention of Injuries Due to Slips, Trips &amp; Falls</i>
<b>Dept:</b>	<i>Administration; Health &amp; Safety Committee</i>	<b>Effective Date:</b>	<i>04-01-2011</i>
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<b>Policy:</b>	<i>Prevention of Injuries Due to Slips, Trips and Falls</i>
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**I. PURPOSE**

To provide instruction for all WVUPC staff in measures that should be taken in order to prevent accidents and injuries secondary to slips, trips and falls in the workplace.

**II. POLICY**

Employee exposure to wet floors or spills and clutter can lead to slips/trips/falls and other possible injuries. The processes outlined in this Policy shall be followed by all WVUPC personnel in order to protect the safety and health of all staff, patients and visitors in order to prevent such accidents and injuries.

**III. PROCEDURE**

- a. Keep floors clean and dry.
- b. Provide warning signs for wet floor areas.
- c. Keep all places of employment clean, orderly and in a sanitary condition.
- d. Keep aisles and passageways clear and in good repair, with no obstruction or in aisles that could create a hazard.
- e. Do not run power cords across pathways.
- f. Use only properly maintained ladders to reach items overhead. Do not use stools, chairs or boxes as substitutes for ladders.
- g. Eliminate cluttered or obstructed work areas.
- h. Utilize adequate lighting.
- i. Utilize handrails on stairways.
- j. Eliminate uneven floor surfaces.

**IV. AMENDMENT OR TERMINATION OF THIS POLICY:**

This policy may be amended or terminated at any time.

**V. REFERENCES: Related Policies or Laws**

29 C.F.R. 1910.22 (OSHA General Requirements for walking/working surfaces)  
 OSHA Small Business Handbook. OSHA Publication 2209-02-R (2005)  
 Walking/Working Surfaces. OSHA Safety and Health Topics Page

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**VI. QUESTIONS OR PROBLEMS:**

List person responsible for interpretation or maintenance of this policy

Name:	Tiffany Edwards, MBA, FACHE
Title:	WVUPC Security Officer
Phone number:	304-388-4615
Email:	edwardst@rcbhsc.wvu.edu

**VII. RESPONSIBILITY:**

List the highest authority, officer or group authorizing this policy:

Name:	WVUPC Health & Safety Committee
Title:	Tiffany Edwards, Safety Officer
Phone number:	304-388-4615