

## OCCUPATIONAL HEALTH & SAFETY

*Everyone • Everything • Everyday*



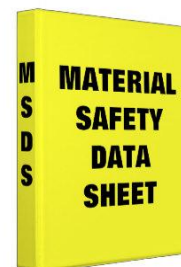
### Change to Monthly OH&S Newsletter



Since March of 2017 the Occupational Health & Safety department of Health PEI has been releasing a monthly newsletter. With feedback from some committees and review of this practice, we have decided to move to a quarterly newsletter that will be distributed in September, December, March, and June. If you have any ideas of topics that you would like to see in the newsletter, please contact Robyn Murphy.

### Material Safety Data Sheets (SDS)

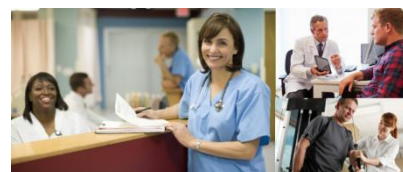
Is it time to update your MSDS binders? Each department of every site should have a binder with MSDS's for all the chemicals their employees use. Health PEI currently has a subscription to [www.msds.com](http://www.msds.com), which is a worldwide database for MSDS's. Visit the site and go to "login". Our username is: HEALTHPEI (all uppercase letters) and our password is: msds (all lowercase letters). This subscription is in effect until November 1, 2017. We encourage you to update your binders while this subscription is still in place. If your department would like to see this subscription continue after November, please contact Robyn Murphy.



When it comes to MSDS's, employees should be aware of where the binders are kept in their area. They should be trained in what personal protective equipment is required for use of each chemical and know the emergency measures that should be used if contact does occur. Our colleagues from WCB will be checking in with employees on this topic and expecting that they know the proper procedures associated with chemical use.

### WCB Health Conference – October 26, 2017

Registration is now open for WCB's first Clinical Day in Occupational Medicine and Work Disability Prevention. For more information please visit: <http://www.wcb.pe.ca/healthconference>.



### Health PEI Safety Series

Are you interested in learning more about workplace health and safety? We are pleased to announce that the Health PEI/WCB Safety Series continues this fall. For more information and to register, visit: <http://www.healthpei.ca/src/safetyseries>

# Who Receives the PSMS Reports?

Many people wonder who gets the reports that are input in PSMS. Well, the answer is a bit complicated because it depends on the type of report and the severity of the incident. Any reports that an individual receives is based on their scope. The scheduled reports available are: 1) Monthly report, 2) New Events report – last 24 hrs (runs daily, regardless of the event), 3) Hourly alert (severity level of 4 or 5) and 4) New Events alert – last 24hrs (runs only when new events occur). The table below outlines the type of report and shows who would receive those reports.

For incidents with severity level 1, 2 or 3:					
 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> </ul>	 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> <li>Business continuity planner</li> </ul>	 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>OH&amp;S Officers</li> </ul>			
 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> </ul>	 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> <li>Business continuity planner</li> </ul>	 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> </ul>			
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 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> </ul>	 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> </ul>	 <ul style="list-style-type: none"> <li>Cancer Treatment Centre Manager and Supervisor</li> </ul>			
 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> </ul>	 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> </ul>	 <ul style="list-style-type: none"> <li>Department Manager and Supervisor</li> <li>Quality &amp; Risk Coordinator</li> </ul>			
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**For incidents with severity level 4 or 5 an alert will be sent to the above named positions as well as the Director and Executive Director of that area and the CEO of Health PEI.**