

Mission Safe: Monthly Safety Topics



SAFETY TOPICS	SUGGESTED DATES	TARGET AUDIENCE
<u>1. Ladder safety</u> (when/where/how to use a ladder)	Anytime, especially start of school for SACC	All staff, especially maintenance, grounds, childcare
<u>2. Safe Play</u> (engaged supervision)	Especially before/during summer camp season, before each term of school	Camp Counselors, SACC, youth sports coaches
<u>3. Slip/Trip/Fall prevention - aquatic</u>	Before pools open in the summer, but also anytime	Aquatic Staff/Maintenance staff
<u>4. Chemical handling/use incidents</u> (pool)	Anytime, especially around pool opening	Maintenance staff/Aquatic staff
<u>5. Lifting children safely</u>	Before and during the school year; start of summer	Especially childcare staff and babysitting staff; also SACC, camp counselors
<u>6. Lifting items safely</u> (boxes, equipment, etc.)	Anytime	Maintenance/office staff
<u>7. Moving Materials</u>	Anytime, start of summer day camp	All staff, especially maintenance, facility, program staff for day camps
<u>8. Slip/Trip/Fall (other than pools)</u>	Anytime	All
<u>9. Appropriate Footwear</u>	Anytime; new employee; the start of summer camp season	All staff; especially SACC, Camp Counselors, youth sports, aquatics
<u>10. Sun/Heat Protection</u>	Summer Months	Camp Counselors, outdoor lifeguards, youth sports
<u>11. Driving safely</u>	Anytime	Anyone driving/riding in association vehicles or on association business
<u>12. Blood Borne Pathogens</u>	Anytime	Housekeeping, childcare, baby sitting, SACC, camp counselors, aquatics, fitness, or any staff
<u>13. No short cuts</u>	Any; especially start of terms, summer	All staff; especially childcare, SACC, camps
<u>14. Watch where you are walking</u>	Especially winter, anytime	All staff
<u>15. Consequences of Disregarding Safety Rules</u>	Anytime	All staff

1. Ladder safety (when/how/where to use a ladder)

A. GENERAL CAUTIONS (*italicized bullets in all sections are OSHA regulations*)

- As always, SAFETY FIRST with any maintenance project or activity
- *Never use an aluminum ladder when working with or around electricity*
- If possible, limit major work to after operating hours or until an area can be closed or secured
- Be aware of your surroundings and general conditions – be especially careful working around children and members
- Remember that your ladder grants access to an elevated location – if it is going to be unsupervised, even for a brief period of time, do something to prevent access (take it down, lock a panel over the lower 8', install a KEEP OUT sign and a tamper/access alarm, etc.) – DON'T GIVE A KID ACCESS TO THE ROOF

B. GENERAL LADDER USAGE – applicable to all ladders

- Always use a ladder for above grade access or work – never use a substitute (e.g., a table, box, chair, stool, etc.)
- Use a ladder only if you are an authorized user who has been trained in ladder acquisition, handling, and use
- Use a ladder only if you are in good physical condition and have no history of or propensity for falls or dizziness
- Wear appropriate footwear – closed toe, slip-resistant sole, preferably boots
- *Read the ladder's safety rating and follow its listed weight restrictions*
- *Inspect the ladder for missing or damaged parts and painted or taped components before use*
- Get help moving awkward or heavy ladders – e.g., any over 8' tall or 50 pounds
- *Never use a ladder in front of doors that open towards where you are placing the ladder without blocking, locking, or guarding the doors*
- *Stabilize the ladder on the grade surface – never put it on another object to make it taller*
- *Make certain the ladder steps are dry and clean (no grease or oil) before use*
- *Always face a ladder when using it – never climb or descend while facing away from the ladder*
- Keep one hand and one foot on the ladder's rungs at all times – this will affect what, how, and how much you can carry
- Keep your body and any material you carry as close to the ladder as possible
- When working from a ladder, keep your body centered on the ladder – do not lean out or overreach
- Always use every rung of the ladder when descending – never skip rungs or jump off a ladder

C. STEP LADDER USAGE – in addition to GENERAL LADDER USE

- *Make certain all four feet are on a firm level surface and the ladder is stable*
- *Lock the leg-spreader before using the ladder*
- If possible, have someone stabilize the ladder while it is being used
- *Never stand on the top step of a step ladder – not even of the short ones*
- Limit the weight of material you place on the shelf portion of the lock-shelf or leg-spreader
- *Don't use a step ladder as something it isn't*

1. *Never use a closed step ladder as a straight ladder*
 2. *Never use a step ladder as a platform or brace*
- When used outdoors, be aware of slippery surfaces and wind or other weather conditions

D. STRAIGHT LADDER USAGE – in addition to GENERAL LADDER USE

- *If the ladder is to provide access to a roof or elevated level, the top of the ladder must extend 3' above the point of support (parapet, eave, gutter, etc.) in order to facilitate mounting and dismounting the ladder at that level*
- *The feet of the ladder must be positioned one foot away from the object for every four feet of height (approximately 75°) – closer to the object increases the potential for the ladder to tip away from the object and farther away increases the potential that the feet will slip and the ladder will fall*
- *The ladder must be completely stable before use – at least one of the following conditions must be met – a combination of the first two is best; the third, while acceptable by code, is not advisable – too much relies on the strength and attention of the holder, whose task gets more difficult the more the ladder is extended*
 1. *The feet must be placed and/or secured so that they cannot move or slip*
 2. *The top must be tied-off or anchored so that it cannot move or shift*
 3. *Someone must physically hold the ladder so it cannot move or tip*
- If it is an extension ladder, ensure that the rung locks are all in place

2. Safe Play (engaged supervision)

- If your job involves children, your first duty is to engage and supervise them – any play must not compromise that first duty.
- Remember our promise to all parents – Every child is supervised at all times.
- If your focus is on the game or activity instead of the children who are playing the game or participating in the activity you are miss-focused.
- Playing to win, hot-dogging, show-boating, etc. are *not* part of your task or job description.
- If you are injured while playing beyond the scope of your job, you have:
 1. Exposed your association to unnecessary cost – in the form of your medical bills, your lost-time pay, if applicable, the impact on workers' compensation experience rating (which lasts for three years)
 2. Possibly forced your co-workers to be in an out-of-ratio situation – if you are injured seriously, not only you are removed from the mix, but others may be also who are assisting you or tending to your injuries, transporting you to a medical facility, etc.
 3. Possibly exposed both children and co-workers to a traumatic injury and into stressful concern for your well-being
 4. Violated your acknowledged employee safety responsibilities and are thus subject to disciplinary action for that violation, up to and including dismissal – the extent would depend on your prior behavior, status (e.g., on probation or not), etc.
 5. In some jurisdictions, under certain conditions, perhaps excluded yourself from coverage by workers' compensation insurance – which

might mean no lost-time benefits and no payment for medical services received

3. Slip/Trip/Falls prevention – aquatic

A. WEARING APPROPRIATE FOOTWEAR

- Water shoes
 1. Closed-toe, closed heel
 2. Non-slip soles
 3. Brand unimportant – Aqua Sox, Aqua Socks, Vibram FiveFingers, Keen, Tiva, Chaco, or equivalent
- None – i.e., bare foot (okay on deck/shore or in the water; water shoes are recommended for activities in boats or canoes)
- No flip-flops or sandals
- No street shoes (unless competency is demonstrated by completing a 500-yard swim or 15-minutes of hands-elevated treading water while wearing them)

B. ADDRESSING PHYSICAL CONDITIONS

- Water on deck
 1. preferably, slope deck appropriately and utilize drains
 2. squeegee standing water from the deck when it becomes evident – must be done by someone not on active guarding duty, or when no swimmers are in the pool area (and if the latter, the task is ceased immediately when a swimmer or swimmers appear)
 3. keep cones and/or signs in place to warn swimmers of potential for slippery conditions between squeegee use
- Equipment or paraphernalia on deck
 1. Must be kept in its appropriate storage locations
 2. Pickup should be done by the class instructor, the individuals who used the equipment, or someone not involved in active guarding duties

C. MOVING IN AQUATIC ENVIRONMENTS

- On deck
 1. In general – walk normally, watching where you place your feet
 2. When actively guarding, crab-walk – i.e., while facing the pool, sweep foot out to the side (parallel to the pool), then bring the other foot to it, and repeat; reverse to go the other direction; legs do not cross one another
 3. When responding to an emergency (real or drill) – move as quickly as appropriate – that speed will vary with the deck condition (surface friction, presence of water/moisture, etc.) and the lifeguard's footwear (or lack thereof); it should be fast enough not to waste time, but not so fast as to endanger the lifeguard as that might delay or abort the rescue
- Into and out of lifeguard stands
 1. Regular entry – take your time; if entry involves a ladder-like device, follow ladder rules – always face the ladder, keeping one hand and one foot on the ladder at all times; do not skip steps or jump off the ladder onto the deck
 2. Response entry (real emergency or drill) – keep your tube-buoy and its strap under control – do not let it catch on the chair; keeping your eyes

on the victim, follow the entry protocols developed for your specific site, chair, and pool depth; move quickly, but do not hurry – carefully place your feet so they do not slip (if you slip you may not be able to perform your duty)

- Into and out of the water
 1. Regular entry – do not dive; if the water is of sufficient depth, jumping is an acceptable entry method; if water is shallow, using steps (if present) or sitting on the edge and slipping into the water is suggested; if jumping, watch where you place your feet so that you are not injured
 2. Response entry (real emergency or drill) – do not dive – controlling your tube-buoy and its strap and keeping your eyes on the victim (or where the victim was last seen), enter the water using a compact jump

4. Chemical handling/use incidents (pool chemicals)

- Know the chemical(s) with which you work
 1. Read the container labels – know what they mean
 2. Know the location of the Material Safety Data Sheets (MSDS) – they are located (insert locations where MSDS are located – e.g., front desk and exposure areas)
 3. Read and be familiar with the MSDS
- Store the chemicals properly – in accordance with the MSDS
 4. Generally this means in a cool, dry area with adequate ventilation
 5. Provide proper separation between acids and alkalis, fuels and oxidizers
 6. Have appropriate emergency eyewash and shower in the immediate area if so required by the MSDS (see [Caustic Use Emergency Eyewash & Shower](#))
- Use the chemical as it is intended
 7. Use appropriate personal protective equipment (PPE) as detailed in the MSDS – gloves, apron, goggles, face shield, respirator, etc. – if respirator is required, follow approved fitting, testing, cleaning, etc. protocols
 8. When opening any dry or pelletized product only do so carefully, and properly protected by goggles and respirator if so required by MSDS – moisture may have unintentionally been introduced into either the container or the hopper on the equipment so that opening will release a chlorine cloud
 9. When dispensing any dry product, utilize goggles and particulate mask to prevent air currents from blowing the material into your eyes or lungs

See also [ESA Using Pool Chemicals Safely](#)
[Caustic Use Emergency Eyewash & Shower](#) (not currently on website)
[Antimicrobial Pesticides and Respirators](#)

5. Lifting Children Safely

- Some differences between lifting children and objects
 1. It is more important, in general, that you not drop that which you lift
 2. The child is more likely to squirm and wiggle than most objects
 3. You are probably wearing better clothing when around children than when moving boxes, etc., but there may be more potential for unpleasant stains on your clothing from lifting children. That combination of facts may wrongly

encourage you to hold the child farther from your body than is safe or prudent.

- A proper lift
 1. Face the child with feet slightly apart (shoulder width)
 2. Squat
 3. Bring the child to your chest using both hands
 4. Stand slowly, using the strength of your legs, not your back
 5. Maintain the natural S-curve to your back during the lift
 6. Turn by moving your feet, not by twisting your torso
 7. Set the child down, keeping it close to your body and bending your legs, not your back, if necessary
- Some Don'ts
 1. Don't lift by bending from the waist –
 - a. it is the action, not just the weight, that causes the injury – always lift by squatting
 - b. that which you are about to lift may also wiggle and squirm during the lift
 - c. this includes not attempting to lift a child over a baby gate or other obstacle
 2. Don't jerk or make quick movements
 3. Don't turn or twist your torso – use your feet to face your body a different direction
 4. Don't work with any weight with your hands above your shoulders – to retrieve or set down a load – you place undo strain on both your lower back (by leaning backwards from your waist) and your shoulders. For example, you should not raise a child to another staff person while you are seated on the floor.

6. Lifting Safely (boxes, equipment, etc.)

- Before the lift, plan the event – consider
 1. What is the size, shape, and weight of the object?
 - a. Can the object be broken down into more manageable sizes, shapes, or weights?
 - b. Can smaller items be placed into a larger container(s) without making the resulting load too heavy, awkward, or unwieldy?
 2. What is to be done with the object/where is it to go?
 - a. Is it very close or some distance?
 - b. Is it on the same level or up/down stairs?
 - c. If on a different level, is an elevator available?
 - d. Are irregular surfaces involved?
 - e. Are there any tight doorways, corners, etc.?
 3. Are there lifting or transporting aids that will reduce the potential for injury or make the task easier?
 - a. Additional staff?
 - b. Hoists or pulleys?
 - c. Hand trucks or dollies?
 - d. Scissor-lifts?

- e. Carts, etc.?
- f. Can handles be added?
- A proper lift
 1. Face load with feet slightly apart (shoulder width)
 2. Squat
 3. Bring load tight to your chest using both hands
 4. Tuck chin
 5. Stand slowly, using the strength of your legs, not your back
 6. Maintain the natural S-curve to your back during the lift
 7. Turn by moving your feet, not by twisting your torso
 8. Set the load down by keeping it tight to your body and bending your legs, not your back
- A proper destination
 1. If a bench, table, etc., it should be sturdy enough for the weight and of an appropriate height.
 2. If shelving, it should be sturdy enough for the weight and solidly anchored to the wall behind it
 3. If a cart or similar mobile device, the wheels should have a functional locking mechanism that is engaged before the lifting/transfer begins
 4. Heavy items are best stored at waist level
 - a. The old adage about storing heavy things on lower shelves makes unanchored shelving more stable, but greatly increases the potential for serious back injury
 - b. Eliminating the squatting/stooping/bending exposure results in a much less risky lift
 5. No items should be raised above shoulder level – regardless of weight
 - a. Such movement risks serious shoulder injuries
 - b. Such storage should be accomplished using a properly sized step-ladder
- Some Don'ts
 1. Don't lift by bending from the waist –
 - a. regardless of the object being lifted – even if it is a one-handed item like a pencil
 - b. it is the action, not just the weight, that causes the injury – always lift by squatting
 2. Don't jerk or make quick movements
 3. Don't turn or twist your torso – move your feet to face your body a different direction
 4. Avoid lifting any weight above your shoulders

7. Moving Materials

- Use a cart, dolly, or hand truck If the material being moved is
 1. Heavy – e.g., over 25 pounds
 2. Awkward – e.g., large dimensioned or irregularly shaped
 3. Such that two hands are need to carry it, regardless of size, weight, or shape
 4. Such that it obstructs the view of your feet or where you are going, regardless of size, shape, or weight

- Use an elevator instead of stairways, if possible, even if the distance to travel is farther
- Use a two-wheeled dolly or hand truck If the path over which the material must be moved involves steps or stairs and an elevator is not available
 1. The material should be strapped or clamped to the conveyance
 2. Assistance should be used if significant weight is involved, e.g., over 50 pounds
- Use a large-wheeled cart or dolly for movement over irregular surfaces such as grass, gravel, etc.

8. Slip/Trip/Falls (other than pools)

- Don't multi-task when walking – pay attention to the walking surface and surrounding activities (see [Watch where you are walking](#) for additional details)
- Wear appropriate footwear (see [Appropriate Footwear](#) for details)
- Don't take shortcuts – stay on designated walking surfaces (see [No Shortcuts](#) for details)
- Keep one hand free for balance when on slippery or icy surfaces – make multiple trips if necessary
- Immediately clean up oil, wax, water, or any other material that might cause someone to slip
- Mark any spills that you can not immediately clean up with cones or signs and report them to your supervisor
- When using steps or stairs, don't run, jump, or skip steps – pay attention to what you are doing
- Don't carry loads on stairs or steps that block your vision of where you are putting your feet

9. Appropriate Footwear

- In general
 1. Closed-toe, closed heel
 2. Non-slip soles
 3. If designed for laces, they must be in place and tied so that the shoe cannot slip and the laces do not create a trip hazard
- Working with Children – childcare, camp, etc.
 1. Closed-toe, closed heel
 2. Non-slip soles
 3. Preferably some form of athletic shoe
 4. Absolutely **no**
 - a. Elevated heels (mid- or high-heels)
 - b. Sandals or flip-flops
 - c. Clogs or similar
- Aquatics
 1. Water shoes
 - a. Closed-toe, closed heel
 - b. Non-slip soles

- c. Brand unimportant – Aqua Sox, Aqua Socks, Vibram FiveFingers, Keen, Tiva, Chaco, or equivalent
2. None – i.e., barefoot (okay on deck/shore or in water; water shoes are recommended for activities in boats or canoes)
3. No flip-flops or sandals
4. No street shoes (unless competency is demonstrated by completing a 500-yard swim or 15-minutes of hands-elevated treading water while wearing them)

10. Sun/Heat Protection

- Shade protection – adjustable umbrella or canopy
- Hats – broad brim, preferably with neck protection (i.e., not just baseball cap)
- Sunglasses
 1. Large or wrap-around lenses needed for lifeguarding
 2. Lens options – a given lens may include multiple of the following – those marked with an asterisk should definitely be part of every lifeguard’s sunglasses
 - a. * UV protection – should block 99-100% of both UVA and UVB rays
 - b. *Polarized lenses – reduce glare
 - c. Blue-blocking lenses – makes distant objects easier to see in low light (usually tinted amber); not necessarily adequate protection from UV radiation
 - d. Photochromic lenses – reduce glare and help maintain clarity; certain ones provide some protection from UV radiation
 - e. Polycarbonate lenses – impact protection plus some protection from UV radiation
 - f. Mirror-coated lenses – block visible light, but don’t necessarily block UV radiation
- Hydration
 1. Water or electrolyte-replacing beverage
 2. No carbonated beverages (sodas)
 3. No alcohol
- Sunscreen
 1. Should be applied liberally and reapplied frequently
 2. Should provide UVA protection to meet the new FDA regulation
 - a. ★★★ (high protection) or
 - b. ★★★★ (highest protection)
 3. Should provide UVB protection to meet the new FDA regulation
 - a. High –SBF 30-50 (blocks 97-98% of UVB) or
 - b. Highest – SBF 50+ (blocks over 98% of UVB)
- No overexertion immediately before or during shift (other than rescue-related, including drills)

11. Driving Safely

- Make sure you are fit to drive
 1. Adequate rest
 2. Not under the influence of alcohol or drugs (legal or illegal)

3. Not stressed by personal or work concerns
 4. Not in a hurry
 5. Vision at least 20/40 (can be corrected by lenses)
 6. Properly licensed
 7. Know your destination and how to get there (or have navigator or GPS in vehicle)
- Make sure the vehicle is fit to drive
 1. Check tires
 2. Check exterior/undercarriage damage
 3. Check fluids (oil, water, gasoline, brake fluid)
 4. Check lights (headlights, taillights, turn signals, driving lights if present)
 5. Test brakes
 6. Test horn/wipers/defrost/heater
 7. Verify cleanliness (especially floor around brakes/fuel pedal)
 8. Verify seatbelt presence/condition
 9. Verify emergency readiness (flares/first aid kit/cell phone or other communication device)
 - Make sure passengers are fit to travel
 1. Have all who are supposed to be with you
 2. All are seated and seat-belted
 - Don't multi-task
 1. Don't get involved in significant conversations while driving
 2. Don't use a cell phone while driving – not even with a hands-free device
 3. Don't eat or drink while driving
 4. Don't be too involved in radio, MP3, or other music while driving – Never use headphones while driving

12. Blood Borne Pathogens (BBP)

- Employer should provide training for staff must be no more than 12 months apart and include:
 1. Access to a copy of the standard
 2. An explanation of epidemiology and symptoms of blood-borne diseases and modes of transmission of BBPS
 3. An explanation of exposure control plan
 4. An explanation of universal precautions
 5. Information on PPE
 6. Information on hepatitis b vaccine
 7. Information regarding actions/contacts/procedures in case of contact with BBP
 8. Q&A
- Employer should maintain records consisting of the following:
 1. Confidential medical records that should include the following:
 - a. Employee name
 - b. Social security number
 - c. Copies of hepatitis B vaccination status and dates
 - d. Copies of all medical exams, tests, and follow-ups
 - e. Copies of any healthcare professional's written opinion
 - f. Copies of material provided to healthcare provider

2. Training records, to be kept for three years, that include the:
 - a. Date of training
 - b. Summary of material presented
 - c. Name and qualification of the instructor
 - d. Names and job titles of the attendees
 3. Sharps injury log, to be retained for five years
 4. Annual review of the Exposure Control Plan, including
 - a. Date of review
 - b. Date of previous date
 - c. Reason for review (annual/new or modified task)
 - d. Whether or not any devices were reviewed to reduce exposure
 5. Employee input solicitation regarding BBP exposures and controls
 - a. Type of solicitation utilized
 - b. Results of the solicitation
- Employees should
 1. Understand the Exposure Control Plan, including
 - a. Where and how your job/tasks interact
 - b. The impact on you and your actions
 2. Understand your right for a Hepatitis B vaccination
 - a. Pre-exposure offer to be made no more than 10 days after potential exposure (i.e., placement in a position with potential for infection)
 - b. If rejected, must be done in writing on a specific form – the three-part vaccination is just as efficacious after exposure as before it, so there is no real advantage to pre-exposure vaccination
 - c. Employee has the right to a vaccination any time after the rejection (as long as s/he is still employed and still exposed)
 - d. If the employee receives a post-exposure vaccination, there will also be post-exposure follow-up – both will be documented
 3. Understand the basics of BBP protection
 - a. Definition of non-infectious body fluids – saliva, vomit, urine, feces, sweat, snot, tears
 - b. Definition of potentially infectious body fluids – blood, semen, vaginal secretions are most common; also any non-infectious contaminated by blood
 4. Understand universal precautions – set of precautions designed to prevent transmission of human immunodeficiency virus (HIV), hepatitis B virus (HBV), and other blood-borne pathogens by the use of personal protective equipment (PPE) such as gloves, gowns, aprons, masks, or protective eyewear whenever handling or being potentially exposed to blood or other potentially infectious body fluids; it also includes washing frequently and treating all liquid blood as if contaminated
 5. Clean up thoroughly using a non-chlorine-bleach solution, unless a bleach-solution is mandated by the Jurisdiction Having Authority (JHA)

13. No Short Cuts

- Indoors
 1. No stepping over baby gates, turnstiles, or similar restraints

2. No walking through areas cordoned off because of an irregular or wet surface, etc.
3. No skipping steps or stairs
- Outdoors – no leaving designated pedestrian ways or using them in a way not intended
 1. No skipping steps or stairs
 2. No using of a route that involves a steeper incline than the designated pathway
 3. No using of a route with a surface potentially more slippery than the designated pathway
 4. No using of a route having potential trip hazards not found on the designated pathway
 5. No using of a route whose surface is less adequately illuminated than the designated pathway
 6. No using a route that exposes you to any form of vehicular traffic not present on the designated pathway (i.e., cutting across parking lots, bike paths, etc.)

14. Watch Where You Are Walking

- Don't multi-task
 1. Don't read – books, papers, notes, etc. – watch where you are going
 2. Don't engage in involved conversations while walking – keep your eyes on where you are going, not on the face of the person with whom you are talking
 3. Don't use a cell phone – like driving, you need to be watching where you are going; studies show that cell phone conversations make one see without necessarily registering the dangers present
- Don't carry things that obscure your vision of where you are putting your feet (see [Material Moving](#))
- Avoid slip/trip/fall hazards
 1. Irregular surfaces
 2. Wet surfaces
 3. Icy surfaces
 4. Poorly lighted areas
- If you must walk on potentially slippery surfaces, don't compromise your balance
 1. Keep at least one hand free of obstacles and out of your pockets – no matter how cold it is
 2. Don't hurry or run – no matter how cold or rainy it is

15. Established Safety Rules - Consequences of Disregarding

- In general, disregard of safety rules exposes someone to unnecessary physical injury, disability, or possibly death – that may be:
 1. The one not following the protocol
 2. A co-worker or co-workers – whether or not these are following the protocol
 3. An innocent program participant or observer
- If one's disregard for safety rules results in a widely viewed or serious incident, that disregard:

1. Endangered kids or fellow workers to psychological trauma from viewing the injury
2. Possibly placed the activity or program out of ratio (staff/participant), thus, because of reduced supervision, creating the potential for
 - a. Abuse of children involved in the activity or program
 - b. Injury to children involved in the activity or program
 - c. Suspending or stopping the activity or program – temporarily or permanently
- Any disregard for safety rules, especially one that results in injury, should trigger training and/or correction, depending on the reason for deviation from policy/protocol
 1. If from ignorance (unaware of the safety policy violated), then education and/or training; there may be consequences for the staff member's supervisor – why was the individual unaware of the safety rule/policy/protocol?
 2. If from election (chose not to follow for whatever reason), then discipline – the individual choosing not to follow established safety rules or protocols should:
 - a. Be placed on probation for violation of safety rules
 - b. Receive retraining/reeducation regarding specifics of offence
 - c. Possibly receive temporary suspension without pay or termination depending on severity and the reasoning behind the decision
 3. If there is repetitive failure to follow safety rules, then disciplinary action is appropriate, such as:
 - a. Probation is extended or made more consequential
 - b. Retraining or reeducation regarding the specifics of the offence
 - c. Temporary suspension without pay or termination, depending on severity and/or frequency