

GUIDELINES REGARDING SELECTED PROVISIONS AND REQUIREMENTS OF STATE REGULATIONS PERTAINING TO INDUSTRIAL HEALTH FACILITIES

Provision

Industrial health facility - a facility established, conducted, operated or maintained by a commercial or industrial establishment primarily for the ambulatory care of its employees where health services, in addition to first aid, are provided.

Guideline

Every establishment employing workers shall be considered to be a commercial or industrial establishment.

Some commercial or industrial establishments may establish, conduct, operate, or maintain one or more satellite industrial health facilities in addition to the principal industrial health facility. A satellite industrial health facility may be considered to be a part of the principal industrial health facility providing the medical director and administrator and the principal industrial health facility are also the medical director and administrator of the satellite industrial health facility and the medical director, or, when he is unavailable, a physician covering for him visits the satellite industrial health facility on the average of at least once weekly.

Provision

First aid shall mean emergency treatment given by a non-medical person until medical aid is obtained.

Guideline

A non-medical person is considered to be any person other than a physician.

First aid usually refers to the emergency treatment given to a victim of an acute illness or accident before the victim is seen by a physician. Some patients should be seen by a physician as soon as possible. Other patients may not have to be seen by a physician immediately.

Treatment given by a non-medical person for what appears to be a minor injury, for which a person would not reasonably be expected to seek the services of a physician, has become to be accepted as first aid. Repeat treatment given for the same injury usually is not considered to be first aid.

Minor injuries can include small scratches, small superficial lacerations, abrasions or burns, minor strains and sprains, and superficial foreign bodies on the eyelid or in the conjunctiva of the eye.

Symptomatic treatment given by a non-medical person for what appears to be a manifestation of minor illness, for which the employee would not reasonably be expected to seek the services of a physician, has also become to be accepted as first aid. Repeat treatment given for the same condition usually is not considered to be first aid.

Manifestations of minor illnesses can include headache, “upset stomach,” nausea, mild diarrhea, dysmenorrhea, “stuffy” nose and “mild” cough.

Administration or dispensing of drugs of any type shall be construed to be a health service other than first aid.

Requirement

The industrial health facility shall be located in a relatively quiet area readily accessible to employees and transportation.

Guideline

The “relatively quiet” requirement shall be considered to have been met if conversation can be carried without the necessity of raising one’s voice, and when no disturbing noise enters the industrial health facility to interfere with activities such as measurement of blood pressure and performance of audiometric examinations.

The “accessible to employees” requirement shall be considered to have been met if there is at least one entrance to the industrial health facility directly from the work areas.

The “accessible to transportation” requirement shall be considered to have been met if doorways, stairways, elevators and corridors, which are used for stretcher cases, are sufficiently wide to allow an ambulance stretcher transporting a patient to be carried or rolled to an ambulance, and, if elevators are used, a plan has been set up to free the elevators for the transportation of a patient in an emergency.

Requirement

The industrial health facility shall be sufficiently spacious, properly ventilated, heated, lighted and kept clean at all times.

Guideline

In most industrial health facilities there should be a minimum of 340 square feet of floor space. The area utilized for routine ambulatory treatment and care of patients should allow freedom of movement for patients and industrial health facility personnel.

Ventilation should be sufficient to provide at least four (4) air changes per hour.

Sufficient heat shall be provided to maintain a temperature of at least 60 degrees when the industrial health facility is open to provide services.

At least 100 foot candles of lighting should be provided in examination and treatment areas and 50 foot candles of lighting is recommended for most other areas.

The floor in the industrial health facility shall be cleaned at least weekly but preferably more frequently. Rugs and carpets shall be vacuumed at least weekly. Sink(s) and toilet(s) shall be washed daily. Furniture and other surfaces shall be dusted at least several times per week, but preferably daily.

Requirement

Toilet facilities shall be provided in the industrial health facility or nearby.

Guideline

If toilet facilities are not provided in the industrial health facility, this requirement shall be considered to have been met if the toilet facilities are located less than 100 feet from the industrial health facility.

Requirement

The medical director shall provide adequate written medical directives (standing orders) for all personnel providing health services, which directives he shall review and sign at least annually.

Guideline

The medical director should provide separate written medical directives for registered nurses, licensed practical nurses and “first aiders,” even though the same medical directives might be given to all personnel in regard to the management of many injuries or illnesses. The medical directives should cover the following conditions:

1. Abdominal Injuries
 - a. External Abdominal Injury
 - b. Possible Internal Abdominal Injury
2. Alcohol Intoxication
3. Amputations
4. Asphyxiation
5. Asthma
6. Back Injuries and Back Complaints
7. Bite Wounds
 - a. Animal Bites
 - b. Insect Bites
8. Blisters (Friction)
9. Burns
 - a. Thermal - minor
Thermal - major
 - b. Chemical - of skin
 1. Acid (Major and Minor)
 2. Alkali (Major and Minor)
 - c. Electrical
 - d. Ultraviolet

10. Cardiac Emergencies including Cardiac Arrest
11. Cerebral Vascular Incidents
12. Chest Wall Injuries
13. Common Cold
14. Convulsive Disorders (Epileptic Seizures)
15. Cough
16. Death
17. Dermatitis
18. Diabetic Emergencies
 1. Insulin Reaction
 2. Diabetic Coma or Impending Diabetic Coma
19. Drug Abuse Cases
20. Drug Abuse Emergencies
21. Dysmenorrhea
22. Earache
23. Ear Injuries
 - a. Bleeding
 - b. Foreign Bodies in Ear Canal
 - c. Injury to External Ear
24. Electric Shock
25. Eye Conditions
 - a. Conjunctival Foreign Bodies
 - b. Corneal Foreign Bodies
 - c. Protruding Foreign Body
 - d. Perforating or Intraocular Foreign Bodies
 - e. Chemical Eye Burns
 - f. "Flash" Burns (Actinic Conjunctivitis)
 - g. Contusions of Eye
 - h. Laceration of Eye
 - i. Inflammation or Infection of Eyes
26. Poisoning
27. Fever

28. Fractures and Dislocations
29. Frostbite
30. Gastrointestinal Complaints
 - a. Nausea and Vomiting
 - b. Diarrhea
 - c. Abdominal Pain
 - d. Constipation
31. Headache
32. Head Injuries
33. Heat-Caused Conditions
 - a. Heat Exhaustion
 - b. Heat Stroke
 - c. Heat Cramps
34. Hernia Emergencies (Strangulation)
35. Mental Emergencies
36. Nosebleed
37. Poisoning
38. Pregnancy Emergencies and Conditions
39. Respiratory Infection (also see Sore Throat - Common Cold - Cough)
40. Respiratory Irritation
41. Shock
42. Sore Throat
43. Splinters and Slivers
44. Sprains and Strains
45. Toothache
46. Unconsciousness
47. Venereal Diseases
48. Wounds
 - a. Abrasions (Major and Minor)
 - b. Puncture Wounds

- c. Contusions (Major and Minor)
- d. Lacerations (Major and Minor)

Requirement

The medical director, and, when necessary, another physician or physicians, shall visit the industrial health facility regularly in accordance with an established schedule as frequently and for as long a period of time as necessary.

Guideline

The medical director, or, when he is unavailable, a physician covering for him, should visit the industrial health facility on the average of at least once weekly.

The amount of time the medical director and/or other physicians should spend in the industrial health facility will be flexible and variable and will be governed by variable factors.

The follow “formula” mentioned in the AMA Council on Occupational Health pamphlet “Guide to Small Plant Occupational Health Programs” (1962) might be helpful:

Two physician hours per week for the first 100 employees and one additional hour per week for each additional 100 employees.”

Requirement

The medical director or another physician or physicians shall be on call when employees eligible to receive health services in the industrial health facility are working.

Guideline

The medical director, or, when he is unavailable, a physician or physicians covering for him, should be on call. A physician or physicians covering the emergency room of a nearby general hospital may be utilized by the medical director to be on call for the purpose of this requirement.

Requirement

Sufficient registered nurses shall be employed to meet the requirements of the health services provided.

Guideline

At least one registered nurse currently licensed by and registered in Connecticut will be required to be employed. Hours of coverage required will depend on the health services provided, but a minimum of two hours per day, three days per week will be required.

At least one registered nurse will be required to be on duty in the industrial health facility when ill or injured employees are kept in the industrial health facility overnight for observation and/or treatment.

Miss Mary Louise Brown, in her book “Occupational Health Nursing,” published in 1956 by the

Springer Publishing Company, suggested six hours of coverage by a registered nurse per week per 100 employees (page 248). This may be used as a guide. Also refer to the guidelines below regarding other personnel.

Requirement

Other personnel sufficient to meet the requirements of the health services provided shall be employed.

Guideline

Other personnel refers to licensed practical nurses, “first aiders” and clerical personnel.

Licensed practical nurses may provide nursing services in an industrial health facility when a registered nurse or a physician is on duty. A licensed practical nurse may only perform the “simpler” nursing services for which the licensed practical nurse received training and which are performed under the direct supervision of a registered nurse or a physician. Without such direct supervision, licensed practical nurses may only perform first aid services.

The following was excerpted from a pertinent statement which was published by the American Association of Industrial Nurses in the November 1969 issue of the JOURNAL OF OCCUPATIONAL NURSING (page 33):

. . . “The licensed practical nurse could, under professional supervision, help meet the needs for nursing service in occupational health programs. She should be assigned only those duties and responsibilities commensurate with her knowledge, skill and ability and should work only in a health service department where adequate staffing with physicians and registered professional nurses would provide the needed supervision of her work.”

Requirement

At least one individual who has completed successfully the advanced American Red Cross first aid course, or the equivalent, shall be on duty to provide first aid services whenever a registered nurse or a physician is not on duty in the industrial health facility and employees eligible to receive services are working in the commercial or industrial establishment.

Guideline

As of May 1, 1984, we are accepting successful completion of the American Red Cross Standard First Aid courses or the equivalent as the minimum for compliance with the industrial health facility licensing regulations which require that at least one individual be on duty to provide first aid services whenever a registered nurse or a physician is not on duty in the industrial health facility and employees eligible to receive services are working in the commercial or industrial establishment.

Specific courses that are acceptable include:

American Red Cross Standard First Aid course - Multimedia
American Red Cross Standard First Aid course - Lecture System
American Red Cross Standard First Aid course - Modular System
American Red Cross Standard First Aid and Personal Safety Course

American Red Cross Advanced First Aid Course
Medical Response Technician (MRT) Course
Emergency Medical Technician (EMT) Course

Requirement

Equipment adequate for the number of employees to be served and the types of health services offered shall be provided.

Guideline

At least the following equipment shall be provided:

1. Sterilizer (if disposable, sterile equipment and supplies are not used)
2. Dressing Table
3. Storage Cabinet (for instruments and supplies)
4. Magnifying Lamp for removal of foreign bodies
5. Cot, Bed or Resting Table
6. Examining Table
7. Knee and Foot Rests
8. Foot Tub
9. Foot Pedal Waste Can
10. Record File
11. Drug Cabinet
12. Chair and Desk
13. Curtain or Screen
14. Refrigerator or a similar piece of refrigerating equipment (if drug products requiring refrigeration are stocked or stored)

Requirement

If diagnostic x-ray services are provided in the industrial health facility, the requirements of the public health code shall be complied with. The x-ray equipment shall be operated by adequately trained individuals. No x-ray examination shall be performed unless specifically ordered by a physician.

Guideline

The pertinent requirements are covered by regulations of the Department of Environmental Protection and of the Department of Public Health which have been issued to implement the following Sections of the General Statutes:

Sections 19a-63 through 19a-67
Sections 22a-148 through 22a-158