



Department of Commerce Safety and Health Committee Meeting April 26, 2006



Agenda

Welcome and Introductions-----Fred Fanning

Opening Comments-----Otto Wolff

Workers' Compensation Program-----Adrienne Ross

Pandemic Influenza-----Camille Carraway

Discussion-----Fred Fanning

Closing Comments-----Otto Wolff

Adjourn-----Fred Fanning



Opening Comments

Otto Wolff Designated Agency Safety and Health Official



Workers' Compensation Program

Adrienne Ross
Workers Compensation Specialist



Three OWCP Cost Saving Measures

1. Offer Light Duty
2. Track Injured Employee's Medical Status
3. Employee Assignment Team



Offer Light Duty

- Match employee's physical limitations to bureau needs.
- Create temporary positions where none exist .
- Benefits of offering light duty:
 - improves morale of injured worker and remainder of workforce and
 - Increases the likelihood that workers will return to work.

Each day an employee remains out of work reduces the likelihood they will ever return.



Track Injured Employee's Medical Status

- Maintain constant (weekly) contact with employee.
- Request frequent medical updates – in writing from physician.
- Cooperate with OWCP nurses, Claims Examiners, Vocational Rehabilitation Specialists, and Workers' Compensation Specialists/Injury Compensation Specialists.



Employee Assignment Team

Director, OOSH establishes the team (HR Bulletin #018)

Team consists:

- Bureau Human Resource Servicing Office
- First-Line Supervisor
- Bureau/Office Senior Management Official
- Workers Compensation Specialist

Responsibilities of Team include:

- Review the employee's claim file
- Review the physician's medical restrictions
- Formulate a Return-to-Work plan
- Make Return-to-Work recommendations to Bureau/Office appointing authority.



Responsibility of Appointing Authority

- **Accept** recommendation: Team sets plan in action and employee offered RTW position through DOL
- **Reject** recommendations: Employee remains on DOL periodic rolls
- Make **new** recommendation: Team reviews and sets plan in action and employee is offered RTW position
- All recommendations need to be made in writing for submission to Department of Labor



Workers' Compensation Program

Camille Carraway
Occupational Safety and Health Specialist



Pandemic Influenza Planning Overview

- Agency Planning
 - November 1, 2005: President Bush announces national strategy for pandemic influenza response
 - November 2005: HHS publishes *HHS Pandemic Influenza Plan*.
 - November 2005: Homeland Security Council presents *National Strategy for Pandemic Influenza* which requires....
 - *Implementation Plan for National Strategy for Pandemic Influenza*
 - Still in draft form, finalized version is expected very soon
 - Requires each agency to have a pandemic plan.
- COOP Preparations
 - March 2006: FEMA Memorandum *Continuity of Operations (COOP) Pandemic Influenza Guidance*.
 - Provides pandemic specific information for COOP planning.



4 Major Components of Agency Plan

1. Protect employees during a pandemic
2. Sustain essential functions during times of significant absenteeism
3. Support the overall Federal Response during a pandemic
4. Communicate guidance to its stakeholders during a pandemic



OOSH Involvement

- Assist in Agency planning efforts.
- Hand washing and respiratory (cough) etiquette programs.
- Monitor world pandemic status.
- Advise Director OHRM.
- Assist OHRM in building access policy.



Bureau Safety Manager Involvement

- Assist in hand washing and cough etiquette awareness programs.
- Assist in personal protection equipment acquisitions, distribution, and stockpiling.
- Coordinate with facilities personnel to optimize mechanical and natural ventilation in workspaces.
- Assist and advise management on “reasonable risk:”
- If involved in facility health unit operations, aid in coordination of services provided and if applicable vaccine and anti-virals distribution.



Open Discussion

Fred Fanning



Closing Comments

Otto Wolff
Designated Agency Safety and
Health Official



Questions or Comments?