



Safety Best Practice Recommendations For Your Dental Office

Did you know...

- That common workplace injuries are preventable?
- The most common preventable workplace injuries fall within these categories:*
 - Repetitive motion or ergonomic-type injuries.
 - Slips, trips and falls.
 - Needlesticks.
- These injuries account for approximately **84%** of all reported injuries and **85%** of total claim costs.*

We are here for you:

- The Dentists Insurance Company (TDIC) and the California Dental Association (CDA) are here to help you.
- We believe that a safe workplace is the best place. It creates a balance for you and your employees so you can focus on what counts – **YOUR PATIENTS**.

TDIC and CDA have partnered to provide you with recommendations on best **SAFETY** practices to keep your office compliant and safe for you, your employees, patients and visitors.

S	<ul style="list-style-type: none"> • Effective safety programs start with the creation and implementation of regulatory SAFETY COMPLIANCE MANUALS, such as an injury, illness and prevention plan, bloodborne pathogen plan, repetitive motion injury prevention plan and hazard communication plan, to name a few.
A	<ul style="list-style-type: none"> • ACT IMMEDIATELY to correct any exposed risk and document your solutions to the issues using a corrective action plan. • Be active in mitigating risk before it becomes an issue. Perform daily on-site safety inspections to reduce potential hazards.
F	<ul style="list-style-type: none"> • FORM AN INTERNAL SAFETY COMMITTEE. • Create an active line of communication between your staff and management to report emergent situations that can affect the well-being of your office. • Meet on a quarterly basis and rotate members so all your staff can have an active role in your safety program.
E	<ul style="list-style-type: none"> • ERGONOMICS IS A MUST! • All new employees should have an ergonomic evaluation and others should be completed on an as-needed basis.
T	<ul style="list-style-type: none"> • TRAIN YOUR EMPLOYEES at time of hire and on an annual basis on proper use of specialized equipment and provide them with general safety office tips to avoid injuries. • Also train your employees on how they can report exposed risks to mitigate future loss to your practice.
Y	<ul style="list-style-type: none"> • YEARLY, review and revise your safety materials, safety trainings and compliance postings.

CDA's Practice Support team has these resources available for CDA members. They can be accessed by visiting:

<https://www.cda.org/member-resources/practice-support/regulatory-compliance-manual>.

These recommendations are summarized from Cal/OSHA requirements within California. Cal/OSHA differs from federal OSHA and other state safety plans. We do not recommend using the CDA manual for use in other states as it may not be compliant with the laws of other states.

*TDIC workers' compensation claims data from April 2011 through November 2019 as of November 2019