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In this Issue:

What to Do if You are Injured at Work	1
Beat the Heat	2
Summer Sun Protection	3
Summer Safety for Pets	3
Pool Safety	4

*August is
Summer
Safety
Month.
Don't
Take A
Vacation
from
Safety.*



What to Do if You are Injured at Work

SDSU strives to maintain a safe and healthy environment for teaching and working but occasionally a work-related illness or injury occurs. All employees who are injured on the job are entitled to workers' compensation benefits. Benefits may include medical care, temporary disability benefits, permanent disability benefits, vocational rehabilitation or death benefits. Following the steps below will ensure that you receive prompt medical treatment and all the benefits to which you are entitled. Failure to follow these procedures may delay or jeopardize receiving benefits.

If You Are Injured, Get Medical Care:

- a. **For medical emergencies, call 9-1-1 from any campus phone.** This will mobilize paramedics to the scene of the injury/illness. SDSU has designated Alvarado Hospital to provide emergency medical treatment.
- b. **For non-emergency medical attention,** your supervisor will refer you to SDSU Student Health Services or one of the authorized Sharp Rees Stealy Occupational Health Services facilities. If in doubt about which facility to use, contact César Portillo, Workers' Compensation Manager, at 594-4664.
- c. **To be treated by your own physician for a work-related injury/illness,** your physician's name and address must be on file with your employer **before an injury occurs.** Submit physician information in writing to the Center for Human Resources.

Report Your Injury:

Report your injury immediately to your supervisor or to Workers' Compensation Manager Cesar Portillo at 594-4664. Your supervisor must complete a Supervisor's Report of Work-Related Accident/Illness form and submit within **24 hours.** The supervisor must also provide the employee with an **Employee's Claim for Workers' Compensation Benefits** form within one working day after learning of the injury.

For injuries that require first aid only, Supervisor's Report of Work-Related Accident/Illness form should be turned in to Workers' Compensation Manager within **48 hours.** Employee's Claim for Workers' Compensation Benefits is not required.

(Continued on page 4)

Beat the Heat

San Diego's hot summer weather has returned and the combination of outdoor activities and warm temperatures can increase the risk of heat-related illnesses such as heat exhaustion and heat stroke. To avoid becoming a victim of heat-related illness, follow these heat safety tips:

- Take frequent rest breaks when working or playing in hot weather.
- Drink plenty of cool liquids even if you don't feel thirsty (six ounces every twenty minutes is recommended).
- Do not drink alcoholic beverages when engaged in strenuous activities as alcohol dehydrates the body.
- Coffee, tea and soft drinks act as diuretics and should be avoided in hot weather.
- Drink fruit juice and sports drinks as they help replace salt and minerals lost through perspiration.
- Eat light meals to prevent sudden blood flow to the digestive tract. Normal blood circulation helps cool the body.
- Schedule strenuous activities for morning and evening hours when temperatures are cooler.
- Wear loose, light-colored clothing and a broad-brimmed hat for sun protection.
- Monitor those at high risk: infants and toddlers, seniors and people who are ill or on certain medications.

Heat Exhaustion

Heat exhaustion occurs when water is lost from the body through perspiration faster than it is replaced. If you experience the following signs or symptoms, you may be suffering from heat exhaustion: sweating; clammy, flushed or pale skin; weakness; dizziness; nausea or vomiting; headache; rapid or shallow breathing; fainting. Body temperature and mental state remain normal. Take these steps immediately to relieve the symptoms of heat exhaustion:

- Move to a cool, shady place.
- Lie down with feet and legs raised eight to twelve inches, keeping legs straight.
- Loosen or remove clothing to increase airflow around body.
- Sip cool water.
- Sponge body with cool water and fan to increase evaporation. Do not use ice-cold water as this constricts blood vessels and prevents heat loss.

Call for medical help if symptoms persist longer than 30 minutes or if there is fainting or vomiting. Do not take salt tablets unless directed by your doctor as they can irritate the stomach causing nausea.

Heat Stroke

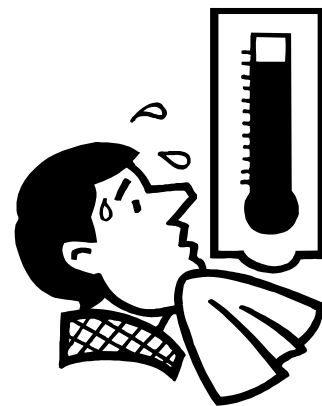
Heat stroke is a potentially fatal condition that results from heat and dehydration. At highest risk are young children, the elderly and those with chronic conditions such as obesity, alcoholism, diabetes and circulatory problems. Half of cases among those at high risk result in death. Healthy adults can also suffer from heat stroke precipitated by strenuous exercise in the hot sun. It can strike suddenly so you should be aware of these warning signs of heat stroke:

- Hot skin with high body temperature.
- Rapid breathing and pulse.
- Confusion, disorientation or strange behavior.
- Seizures or loss of consciousness.
- Dry skin (or wet skin if brought on by exertion).

If you suspect heat stroke, it is imperative to **get medical help immediately** to prevent complications or death. Extremely high body temperatures can damage the brain and other vital organs. Begin the following treatments until help arrives:

- Move victim to a cool place and remove or loosen clothing.
- Cool victim by spraying water directly on skin or covering with wet sheets or clothing. Fan vigorously to speed evaporation. Keep skin or clothing wet and continue fanning.
- Slightly elevate head and shoulders.

DO NOT give aspirin or acetaminophen as it will not bring the temperature down and may cause nausea. **DO NOT** sponge with alcohol as it may be absorbed into the skin and poison the victim. **DO NOT** give anything to drink as victims may vomit and/or choke.



Summer Sun Protection

Ultraviolet (UV) rays in sunlight cause 90 percent of all skin cancers. On July 3, State Health Director Diana M. Bontá issued a reminder to Californians that they can reduce their risk of developing skin cancer by avoiding overexposure to sunlight. Symptoms of overexposure to the sun include: skin tenderness, sunburn, pain, swelling and blistering. More severe symptoms such as fever, chills, upset stomach and confusion require immediate medical attention.

“Skin cancer is the most prevalent of all cancers statewide,” Bontá said. “One in five Americans is expected to experience at least one occurrence of skin cancer in their lifetime. Therefore, we encourage all Californians to take special precautions to protect themselves and their children this summer when enjoying outdoor activities.” She recommends the following precautions to avoid overexposure to sunlight:

- Limit sun exposure between 10 a.m. and 4 p.m.
- Wear a wide-brimmed hat, long sleeves and long pants when working, playing or relaxing outside.
- Wear sunglasses rated to block at least 99 percent of ultraviolet rays.
- Seek shade when outside.
- Apply a broad spectrum (UVA/UVB) sunscreen with a sun protection factor (SPF) rating of 15 or greater to exposed skin and reapply every few hours.
- Use lip balm with SPF 15 or greater.
- Avoid tanning salons, booths, and sunlamps, which can cause the same damage as natural sunlight.

Children’s skin before age 10 is especially vulnerable to UV rays and childhood sunburns increase the risk of developing skin cancer as adults. Ensure that children are protected from the sun.

The Centers for Disease Control and Prevention (CDC) considers skin cancer an epidemic. More new cases of skin cancer appear in California each year than cancers of the breast, prostate, lung and colon combined. While most skin cancers are curable, one form — malignant melanoma — can be deadly. If you notice spots on your skin with any of the following characteristics, have your doctor check them as soon as possible. Early diagnosis is critical to survival of melanoma.

- Asymmetry - a mole or skin spot that is oblong or lopsided.
- Border irregularity - an uneven edge with a sharp indentation or notch.
- Color variation - shades of red, white or blue in a brown or black mole.
- Enlargement - increase in size or elevation.
- Scaling, oozing, crusting, bleeding, itching, pain or satellite pigmentation (spots near the main mole).

Although skin cancer can be serious, it is also one of the most preventable forms of cancer. Practice the sun-safe behaviors above to protect yourself and your family. For more information on skin cancer prevention, visit the California Department of Health Services Web site at <http://www.dhs.ca.gov/cpns/> and select “Skin Cancer Prevention” from the menu on the left side of the screen.



Summer Safety for Pets

For many of us, pets are important family members. During the “dog days” of summer, many pets suffer or even die from heat stroke. To ensure that your pets are safe from the heat and sun, take the following precautions:

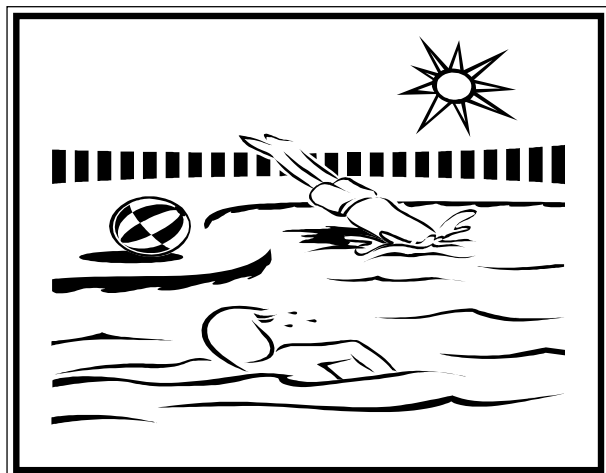
- Give pets a shady area to escape from the sun.
- Provide plenty of fresh water.
- Leave water in a shaded area to keep cool.
- Limit exercise to early morning or evening hours.
- Apply sunscreen for pets with light-colored noses or ears to prevent sunburn.
- Do not leave pets in a closed vehicle. Temperatures can rise drastically.
- Do not leave pets unsupervised near pools and ponds. Not all can swim.
- Monitor pets’ condition in the heat. If they appear in distress, wet down with a hose, spray bottle or wet cloth.
- If pet is unconscious, contact your vet or get to an animal emergency hospital as soon as possible.



Pool Safety

Summer is the perfect season to enjoy backyard swimming pools, but parents should be aware that more than half of swimming accidents occur in home pools. Sadly, in 2001, 120 children under 15 years of age accidentally drowned in California. Even children who survive near-drowning may suffer permanent brain damage. To prevent swimming pool accidents, California law now requires that any new pool constructed at a single-family residence be equipped with **at least one** of the following safety features:

- a. An enclosure that is at least 60 inches high. Any gate to the enclosure should open away from the pool and be equipped with a self-closing, self-latching device placed no lower than 60 inches above the ground. Outside surface should be such that a child below the age of five years could not climb over the enclosure.
- b. An approved safety pool cover.
- c. Exit alarms on all doors providing direct access to the pool.
- d. Self-closing, self-latching devices with release mechanism placed no lower than 54 inches above the floor on all doors providing direct access from the home to the swimming pool.



This requirement applies to any structure that contains water over 18 inches deep including in-ground and above-ground pools, hot tubs, spas, portable spas and nonportable wading pools. In pools, ensure that a grate covers the drain in the deep end. The suction of pumps can be dangerous to small children. Also, every pool should be equipped with rescue equipment.

Prevent Drowning

Never leave children alone in a pool, spa or bathtub. Any adult supervising children in a pool should be trained in CPR. If you find a child in a pool, pull them out immediately and shout for help. If you are alone and the child is not breathing, start CPR for one minute. Then call **9-1-1**. Continue CPR until emergency help arrives.

Work Injury (Continued from page 1)

Absence due to Work-Related Injury/Illness:

Absences due to work-related injury/illness are only allowed with a doctor's note. Employees who are absent fewer than three days are charged sick leave for the time off. It is the responsibility of the employee to keep SDSU notified of their status. It is the policy of SDSU to return employees to full or modified work as soon as their medical condition permits and modified work is available. The treating physician will determine what restrictions, if any, are needed and the Workers' Compensation Manager will work with the supervisor to ensure that duties are consistent with the work restrictions ordered.

If you have any questions regarding Workers' Compensation Benefits or what to do if you are injured at work, contact César Portillo at 594-4664 or visit the Center for Human Resources Web site at <http://bfa.sdsu.edu/ps/wc/WhatToDo.html>.

The State Division of Workers' Compensation Information and Assistance Officer is available to answer questions at 619-767-2081 or visit their Web site at http://www.dir.ca.gov/DWC/dwc_home_page.htm.