



Memphis VA Medical Center

1030 Jefferson Avenue | Memphis, Tennessee 38104 | 901-523-8990

Veterans Health Administration

MEDICAL CENTER POLICY MEMORANDUMS

NUMBER/TITLE OF POLICY: 00/58

INDUSTRIAL HYGIENE PROGRAM


CHANGES FROM PREVIOUS MCM:

EXP DATE FROM 6.30.2015 TO 6.30.2020

SIGNATURE BLOCK UPDATED FROM DR. ROBINSON TO DR. KNIGHT

POINT OF CONTACT FOR FURTHER INFORMATION:

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POLICY MEMORANDUM VA Medical Center 1030 Jefferson Avenue Memphis, TN 38104 	Number: 00-58
	Dated: January 15, 2016
	Expires: June 30, 2020
Title: INDUSTRIAL HYGIENE PROGRAM	

1. **PURPOSE:** To establish an Industrial Hygiene Program to detect and evaluate potential occupational health hazards that may arise during the course of employment. The Industrial Hygiene Program will ensure recognition, evaluation, and control of work place health hazards.

2. **POLICY:** To provide a safe environment for patients, visitors, and employees, and to maintain a comprehensive industrial hygiene program.

3. **RESPONSIBILITY:**

a. Environmental Health and Safety Office will administer the Safety, Industrial Hygiene, GEMS, Emergency Management (EM) and Fire Protection Program. The Medical Center Safety Officer will provide oversight to the Safety Office within Engineering Service.

b. Service Chiefs are responsible for maintaining safe working conditions within his/her area of responsibility.

c. The Medical Center Industrial Hygienist will develop and manage a comprehensive industrial hygiene program. The Industrial Hygienist works in support of the Chief, Engineering Service.

d. Each employee is responsible for notifying their supervisor immediately when conditions or practices may cause personal injury or property damage.

4. **PROCEDURE:**

a. The Industrial Hygienist, in cooperation with the Safety Specialist, GEMS Coordinator, and program Interns will be primarily concerned with monitoring the work environment and assisting the appropriate services to ensure a healthful environment is provided and maintained. This includes, but is not limited to:

(1) Development and management of a comprehensive Industrial Hygiene Program, which includes the Hazard Communication Program, Hazardous Waste, Hearing Conservation Program, etc.

(2) Review current and proposed work practices to ensure that they are in accordance with established standards and advise the appropriate services of potential hazards.

(3) Conform to hygienic standards and perform appropriate tests to ensure standards are met. This includes measurement and documentation of levels of environmental/occupational exposure to specific hazardous agents (ethylene oxide, formaldehyde, nitrous oxide, etc.) in response to regulations, circulars, service requests, and employee concerns.

(4) Recommend engineering and administrative controls as necessary to prevent or minimize employee exposure to harmful chemicals or stresses and monitor their effectiveness.

(5) Evaluate the significance of exposures and their relationships to the causes of occupationally and environmentally induced diseases and provide results of personal sampling data to each applicable employee and Occupational Health.

(6) Provide technical assistance to the medical center and its services in order to meet VA directive requirements, applicable health and safety regulations, and conduct inspections as needed to ensure compliance.

(7) Recommend medical surveillance protocols and assist Occupational Health in developing medical surveillance programs.

(8) Specify the design and quality of various types of personal protective equipment and prescribe standards for their use.

(9) Provide assistance to supervisor(s) in training employees on practices, and procedures to control occupational exposures.

(10) Participation on the Medical Center Environment of Care/Safety (EOC) Committee and serve on other medical center committees as appropriate.

(11) Accompany federal, state and local representative on annual or periodic monitoring activities and inspections.

(12) Develop a comprehensive sampling and monitoring plan of the medical center and manage the hazardous materials inventory.

b. Definitions:

(1) Industrial Hygiene is that science and art devoted to the anticipation, recognition, evaluation, and control of those environmental factors or stresses arising in or from the workplace which may cause sickness, impaired health and well-being, or significant discomfort and inefficiency among workers or citizens of the community.

(2) Environmental factors or stresses may be classified as chemical, physical, biological or ergonomic.

(3) Chemical Stresses: The majority of the environmental health hazards arise from inhalation or skin contact with chemical agents. The degree of risk of handling a given substance depends on the magnitude and duration of exposure.

(4) Physical Hazards: Include excessive levels of electromagnetic and ionizing radiations, noise, vibration, extremes of temperature and pressure, inadequate ventilation, and inadequate or excessive illumination. NOTE: The Medical Center Radiation Safety Officer should be notified regarding radiation hazards.

(5) Biological Hazards: Includes insects, molds, fungi, and bacterial contamination. NOTE: The Medical Center Infection Control Office should also be notified regarding microbiological hazards.

(6) Ergonomic Hazards: Workplace conditions that pose a biochemical stress to the worker. Such hazardous workplace conditions include, but are not limited to, faulty work station layout, improper work methods, improper tools, excessive tool vibration, and job design problems that include aspects of work flow, work speed, posture and force required, work/rest regimens, and repetition rate.

5. REPORTING REQUIREMENTS: None.

6. RESPONSIBLE OFFICE: Environmental Health and Safety Office, Engineering Service (138).

7. REFERENCES:

a. Industrial Hygiene Guidebook, VHA Center for Engineering & Occupational Safety & Health, March 2006

b. Olishifski, J.B., Fundamentals of Industrial Hygiene, 3rd Edition, Chicago, IL., National Safety Council.

c. 29 CFR, 1910 Series.

d. JC, Environment of Care Standards.

8. RESCISSION: Medical Center Policy Memorandum 00-58, dated July 2, 2012.

/s/

C. DIANE KNIGHT, M.D.
Medical Center Director