

Contact Report

Occupational Health and Safety

Occupational Health and Safety Contact Centre 1-866-415-8690 (24 hrs)

Legal Name: CALGARY PROGRESSIVE LIFESTYLES FOUNDATION operating as CALGARY PROGRESSIVE LIFESTYLES FOUNDATION	Employer Representative/Title: Penny Tataryn / Case Manager
Work Site Party Name Provided: CALGARY PROGRESSIVE LIFESTYLES FOUNDATION	Phone Number: (403) 276-1016
Work Site Address: 140 - 1935 32 AVENUE NE, CALGARY, ALBERTA	Email Address: penny.tataryn@cplf.ca
Site Name / Description: Office / Community Centre	Completed By: Alireza Khodashenas; Deborah Goodwin

Contact Activities

Item	Details	Date
Re-inspection	<p>On the noted date, the OHS officer and the OHS ergonomist met virtually with the Case Manager to review employer's submitted documents, the report on compliance and efforts in achieving compliance with OHS orders.</p> <p>The employer has revised their hazard assessment and identified driving and musculoskeletal injury hazards. The employer is working on identifying and implementing controls for the identified hazards. A discussion was held with the employer representative to ensure site inspection findings and corrective action plans are recorded separate from hazard assessments. OHS officer discussed provisions of Section 9 of the OHS Code regarding hierarchy of controls (elimination, substitution, engineering, administrative etc.).</p> <p>Differences between engineering and administrative controls were discussed (e.g. training is often an administrative control).</p> <p>In terms of assessing manual handling hazards (Section 210 of the OHS Code), the OHS officer asked the employer representative to quantify the assessments as far as reasonably practicable. This may include considering the weight (or a range of weights), the frequency and the manner in which loads (including clients/patients) are lifted, moved and so forth.</p> <p>The OHS officer and the OHS ergonomist recommended the employer representative to consult various resources available on the OHS Resources Portal or the employer's respective association for assistance in developing MSI training (Section 211.1 of the OHS Code) and assessing manual handling hazards (Section 210 of the OHS Code).</p> <p>The employer representative requested extension on orders #2 and #3.</p>	December 17, 2021

Publications Delivered	<p>Foundational video modules and other resources from the musculoskeletal disorder (MSD) [equivalent to musculoskeletal injury (MSI)] prevention initiative https://ohs-pubstore.labour.alberta.ca/musculoskeletal-disorders</p> <p>Working from home ergonomics resource https://ohs-pubstore.labour.alberta.ca/covid19-02</p> <p>Driving safety tips https://ohs-pubstore.labour.alberta.ca/bp039</p> <p>Hazard assessment for driving - eLearning https://ohs-pubstore.labour.alberta.ca/el006</p> <p>Driving for Work; Developing Safe Practices for Employers and Workers https://ohs-pubstore.labour.alberta.ca/bp014</p>	December 17, 2021																						
	<table border="1"> <thead> <tr> <th>Catalogue Number</th> <th>Document Title</th> </tr> </thead> <tbody> <tr> <td>COVID19-02</td> <td>Working from Home During a Pandemic</td> </tr> <tr> <td>PIV001</td> <td>MSD Video 1: Introduction to Musculoskeletal Disorders</td> </tr> <tr> <td>PIV002</td> <td>MSD Video 2: Importance to Prevent Workplace Musculoskeletal Disorders</td> </tr> <tr> <td>PIV003</td> <td>MSD Video 3: Overview on the Ways That Work Can Contribute to Musculoskeletal Disorders</td> </tr> <tr> <td>PIV004</td> <td>MSD Video 4: Hazard Assessment and Control in Preventing or Controlling Workplace Musculoskeletal Disorders</td> </tr> <tr> <td>PIV005</td> <td>MSD Video 5: Ergonomic Controls for Musculoskeletal Disorder Prevention</td> </tr> <tr> <td>PIV006</td> <td>MSD Video 6: Workplace Inspections of Musculoskeletal Disorder Controls</td> </tr> <tr> <td>BP039</td> <td>Driving Safety Tips: OHS Information for Employers and Workers</td> </tr> <tr> <td>BP014</td> <td>Driving for Work; Developing Safe Practices for Employers and Workers</td> </tr> <tr> <td>EL006</td> <td>Hazard Assessment for Driving - eLearning</td> </tr> </tbody> </table>	Catalogue Number	Document Title	COVID19-02	Working from Home During a Pandemic	PIV001	MSD Video 1: Introduction to Musculoskeletal Disorders	PIV002	MSD Video 2: Importance to Prevent Workplace Musculoskeletal Disorders	PIV003	MSD Video 3: Overview on the Ways That Work Can Contribute to Musculoskeletal Disorders	PIV004	MSD Video 4: Hazard Assessment and Control in Preventing or Controlling Workplace Musculoskeletal Disorders	PIV005	MSD Video 5: Ergonomic Controls for Musculoskeletal Disorder Prevention	PIV006	MSD Video 6: Workplace Inspections of Musculoskeletal Disorder Controls	BP039	Driving Safety Tips: OHS Information for Employers and Workers	BP014	Driving for Work; Developing Safe Practices for Employers and Workers	EL006	Hazard Assessment for Driving - eLearning	
Catalogue Number	Document Title																							
COVID19-02	Working from Home During a Pandemic																							
PIV001	MSD Video 1: Introduction to Musculoskeletal Disorders																							
PIV002	MSD Video 2: Importance to Prevent Workplace Musculoskeletal Disorders																							
PIV003	MSD Video 3: Overview on the Ways That Work Can Contribute to Musculoskeletal Disorders																							
PIV004	MSD Video 4: Hazard Assessment and Control in Preventing or Controlling Workplace Musculoskeletal Disorders																							
PIV005	MSD Video 5: Ergonomic Controls for Musculoskeletal Disorder Prevention																							
PIV006	MSD Video 6: Workplace Inspections of Musculoskeletal Disorder Controls																							
BP039	Driving Safety Tips: OHS Information for Employers and Workers																							
BP014	Driving for Work; Developing Safe Practices for Employers and Workers																							
EL006	Hazard Assessment for Driving - eLearning																							

Order Issued

ORDERS ARE ISSUED UNDER THE AUTHORITY OF THE OCCUPATIONAL HEALTH AND SAFETY ACT AND TAKE EFFECT IMMEDIATELY ON ISSUANCE.

Item	Details	Date
------	---------	------

<p>Order Compliance 01</p>	<p>REASON FOR DEACTIVATION: The employer submitted their revised hazard assessment report. The employer has identified driving hazards in this document. The employer has also identified ergonomics and musculoskeletal injury hazard in their hazard assessment.</p> <p>OBSERVATION(S)/FINDING(S): During the inspection of October 6, 2021 (OHS-239929-WSP-01-CD-01) the Case Manager and the Community Support Worker stated commuting and driving is a considerable part of a worker's daily activities at Calgary Progressive Lifestyle Foundation. However, the employer's hazard assessment (OHS-239929-WSP-01-CD-02) is missing driving and vehicle use hazards and controls.</p> <p>The report of the hazard assessment is also missing the dates that hazard controls were implemented. OHS officer observed the employer has failed to meet their obligations under the OHS Code.</p> <p>REQUIREMENT: The employer must ensure that the hazard assessment is repeated at reasonably practicable intervals to prevent the development of unsafe and unhealthy working conditions or any other circumstances that is indicated at Section 7(4) of the Alberta OHS Code.</p> <p>APPLICABLE OHS LEGISLATION: Hazard Assessment, Elimination and Control-Hazard Assessment 7</p>	<p>Compliance Achieved Date December 13, 2021 Compliance Date December 13, 2021</p>
------------------------------------	--	---

<p>Order Extended 02</p>	<p>OBSERVATION(S)/FINDING(S): The review of CPLF documentation identified a lack of specificity in the hazard assessments to address manual handling hazards for the lift, lower, push, pull, carry, handling or transporting of loads. Loads as defined in the OHS Code include equipment, goods, supplies and persons. The “Hazard Assessment support worker Feb 12, 2021” document was reviewed and the lifting and transferring of individuals in care, and supporting individuals in manual wheelchairs, were noted as tasks with musculoskeletal injury (MSI) hazards. The identified controls do not address the required details of the weight, size, shape, frequency, and manner in which the load will be moved.</p> <p>REQUIREMENT: According to Section 210(1) of the OHS Code, the employer must ensure the hazard assessments address manual handling hazards (for client, equipment, goods and supplies handling) with consideration to the weight, size, shape, frequency and manner in which the load will be moved.</p> <p>Compliance Date Extension Reason The employer representative discussed employer's action plan and remedial actions. The employer is developing checklists and will reach workers for their inputs. The employer needs additional time to achieve compliance with this order.</p> <p>APPLICABLE OHS LEGISLATION: Lifting and Handling Loads-Assessing Manual Handling Hazards 210</p>	<p>Extension Date February 14, 2022 Compliance Date December 13, 2021</p>
----------------------------------	---	--

Order Extended 03	<p>OBSERVATION(S)/FINDING(S): OHS officer observed workers may be exposed to the possibility of musculoskeletal injuries particularly with regard to their work activities (sedentary work, repetitive strain, repetitive motion, manual lifting and handling of loads, driving posture, vehicle ingress/egress etc.). The employer representative stated workers were not trained on specific preventative measures to reduce the possibility of musculoskeletal injury.</p> <p>REQUIREMENT: The employer must ensure that a worker who may be exposed to the possibility of musculoskeletal injury is trained in specific measures to eliminate or reduce that possibility according to Section 211.1(1) of the Alberta OHS Code.</p> <p>Compliance Date Extension Reason The employer representative discussed employer's action plan and remedial actions. The employer has reached a third-party for training but that is beyond employer's budget. The employer will seek additional resources available on OHS website and consult other resources too. The employer may develop an in-house training. The employer needs additional time to achieve compliance with this order.</p> <p>APPLICABLE OHS LEGISLATION: Lifting and Handling Loads-Training to Prevent Musculoskeletal Injury 211.1</p>	<p>Extension Date February 14, 2022 Compliance Date December 13, 2021</p>
-------------------------	--	---

This Contact Report was delivered electronically to: Penny Tataryn on December 17, 2021

Issued by Occupational Health and Safety

The Alberta Occupational Health and Safety Act requires that orders issued be brought to the attention of all affected workers at the work site as soon as the orders have been received, and remain available for so long as the orders remain in effect

Section 45 of the Occupational Health and Safety Act allows for orders and some decisions to be appealed. Visit [Labour and Immigration](#) or call 1-866-415-8690 for more information. The initiation of an appeal does not suspend the order or decision unless a stay is granted. Requests for an appeal must be initiated within 30 days of the initial date of service.

To obtain a copy of Alberta's Occupational Health and Safety legislation, visit: www.qp.alberta.ca

To stay current on all COVID-19 information, including guidelines for workplaces, visit <https://www.alberta.ca/guidance-for-workplaces.aspx>

Orders put in place by the Chief Medical Officer of Health can be viewed at <https://www.alberta.ca/covid-19-orders-and-legislation.aspx>