

WAYNE STATE UNIVERSITY

FP&M Safety Talk

Date: _____

Trainer: _____

1. Injury Procedure

In case of a serious injury or emergency at any time, call WSU Police at (313-57)7-2222 for transport to Detroit Receiving Hospital Emergency Room. For non-emergencies during business hours (Monday to Friday, 6:30 AM to 5:00 PM), report to 4K University Health Center, 313-745-4522. For non-emergencies outside these hours, report to Detroit Receiving Hospital. If you are injured on the job, you must submit a Report of Injury to WSU's Risk Management as soon as you can. This form is available online at <http://risk.wayne.edu> Your supervisor should review this form and sign it. If your injury was caused by a safety hazard, report this hazard to the appropriate party so it can be corrected before someone else is hurt. Contact your supervisor or OEHS (7-1200) if you need help.

2. Safety signs

Signs with the word "DANGER" indicate immediate danger and that special precautions are necessary. Signs with the word "CAUTION" indicate a possible hazard against which proper precautions should be taken.

3. Permit Required Confined Spaces

Some areas on campus are classified as confined spaces. If those spaces also contain a recognized safety hazard, they are further classified as permit required confined spaces. WSU employees are currently prohibited from entering permit required confined spaces. When the hazard in a permit required confined space is eliminated (even temporarily), the confined space can be reclassified as a non-permit required confined space, and can be safely entered. All permit required confined spaces are required to be labeled as such.

4. Access to medical records

Any employees exposed to toxic substances or harmful physical agents has a right to access their medical or exposure records related to those exposures. Your supervisor is responsible for providing this access to your records which may be located within FP&M, OEHS or University Health Center

I have received this information:

Print Name	WSU ID	Initials



Facilities Planning & Management
Facilities Operations

