



Rancho Los Amigos National Rehabilitation Center PHYSICAL THERAPY DEPARTMENT POLICY AND PROCEDURE

HAZARD COMMUNICATIONS PROGRAM

Policy No.: 503
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PURPOSE:

To transmit information to employees regarding the Physical Therapy Department's Hazard Communication Program.

POLICY: The Hazard Communication Regulation guarantees the employee's right to information about hazardous chemicals in the workplace. It is frequently referred to as HazCom or the "Right-to Know" Law, and is administered by Cal-OSHA. To comply with the Hazard Communication Regulation, the Physical Therapy Department follows the organizations Hazard Communication processes as defined in Administrative Policy No. A200, A206.1, A405.

I. THE HAZARD COMMUNICATION CONSISTS OF:

- A. A current inventory of all hazardous chemicals, maintained in the Safety Data Sheets (SDS) manual on the organization's intranet.
- B. Proper labeling of all containers of hazardous chemicals.
- C. Safety Data Sheets are available on line for every area where hazardous chemicals are housed.
- D. Communication from the manufacturer when any new hazardous chemical are received by the Physical Therapy Department.
- E. Regular employee training about hazardous chemicals.
- F. Periodic retraining as:
 1. New employees are hired.
 2. New chemicals are received.

II. DISPOSAL

When hazardous substances must be disposed of, the employee is to contact the Facilities Management Department at x57291.



Director, Physical Therapy Department