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November 2019

Happy November!

Did you know? If AultComp MCO needs to file a claim for your employee, we must verify the injury details and employer policy number. Authorization for treatment cannot be considered until a claim number is received.

Employers can help reduce their Workers' Compensation claim costs by encouraging injured workers to report workplace accidents as soon as possible. Notify AultComp MCO at 1-888-738-5800 of injuries/accidents within 24 hours (or same day if possible), especially those requiring medical attention.

As always, thank you for choosing AultComp MCO to manage your workers' compensation claims.

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U.S. Department of Labor Approves New Respirator Fit Testing Protocols to Protect Workers from Airborne Contaminants

The U.S. Department of Labor's Occupational Safety and Health Administration (OSHA) today issued a final rule that provides employers with two new fit testing protocols for ensuring that employees' respirators fit properly.

The new protocols are the modified ambient aerosol condensation nuclei counter (CNC) quantitative fit testing protocol for full-facepiece and half-mask elastomeric respirators, and the modified ambient aerosol CNC quantitative fit testing protocol for filtering facepiece respirators. Both protocols are



variations of the original OSHA-approved ambient aerosol CNC protocol, but have fewer test exercises, shorter exercise duration, and a more streamlined sampling sequence.

These two quantitative methods add to the four existing in Appendix A of OSHA's Respiratory Protection Standard, which contains mandatory respirator fit-testing protocols that employers must choose from to protect employees from hazardous airborne contaminants. The rule does not require employers in general industries, shipyard employment, and construction to update or replace their current fit testing methods, and does not impose additional costs.

The rule became effective September 26, 2019.

Manager Tips

How to Create More Effective Project Meetings

Studies suggest following a detailed agenda can decrease the amount of time spent in meetings. Meetings without an agenda, or with a sparsely populated agenda, often suggest attendees do not need to attend.

- **Create an Effective Agenda.** Studies suggest that following a detailed agenda can decrease the amount of time spent in meetings.
 - Select topics that affect the entire team.
 - Establish clear objectives for each topic.
 - Include supporting points and links to relevant materials.
 - Add questions for attendees to consider or answer.
- **Collaborate in Advance of the Meeting.** Meeting organizers can work with meeting participants to jointly build the agenda, creating a sense of ownership among all attendees.
- **Distribute Materials Ahead of Time.** Share the agenda and related materials at least 24 hours in advance to give attendees time to prepare their thoughts and questions.
- **Recap Tasks and Decisions.** At the end of the meeting, verbally recap tasks and decisions so participants are clear on outcomes and next steps.
- **Send Follow-Up Notes Immediately.** Take minutes during the meeting and send them the same day so information is fresh in attendees' minds.
- **Manage Outcomes.** What's discussed in one meeting is often forgotten until the next. All documented tasks should be assigned to a specific person. Spend the first 10 minutes of the next meeting going through the previous meeting minutes and action items.

(Source article found [HERE](#))

BWC Training Opportunities

Canton Service Office

339 E. Maple St., North Canton, OH 44720

- Nov. 5 - *Electrical Basics*
- Nov. 13 - *Effective Safety Teams*
- Nov. 21 - *First Aid in the Workplace*

To register, click [HERE](#).



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