



Nursing and Residential Care Facility Checklist

This document was developed through the cooperative efforts of the MIOSHA/Michigan Assisted Living Association Alliance

The following is intended as a guide for compliance with the Michigan Occupational Safety and Health Administration (MIOSHA) rules. This guide was created to specifically assist Adult Foster Care, Homes for the Aged, Assisted Living and other nursing and residential care facilities. Providers should review each of the documents on the checklist to determine which are applicable to their organization.

The MIOSHA [Act 154 of 1974](#) states, “Employers shall furnish to each employee, employment and a place of employment that is free from recognized hazards that are causing, or are likely to cause, death or serious physical harm to the employee.” The following represents some of the rules and hazards within nursing and residential care facilities.

Recording & Reporting of Occupational Injuries & Illnesses – Part 11

Who must record and report? If your company had 10 or fewer employees at any time during the last calendar year, you do not need to keep MIOSHA injury and illness records unless requested to do so by MIOSHA, OSHA or the Bureau of Labor Statistics. These requests would be sent to you by mail.

What must be reported? You must consider an injury or illness to be work-related if an event or exposure in the work environment either caused or contributed to the resulting condition or significantly aggravated a preexisting injury or illness.

[MIOSHA Recordkeeping Forms 300, 300A and 301 \(Excel Spreadsheet Version\)](#)

[MIOSHA Form 300A - Summary of Work-Related Injuries and Illnesses](#) 

[MIOSHA Form 300 - Log of Work-Related Injuries and Illnesses](#) 

[MIOSHA Form 301 - Injury and Illness Incident Report](#) 

[Part 11 Recording & Reporting of Occupational Injuries & Illnesses](#)

Hazard Communication – Parts 92/430 (Chemicals used in the workplace)

[Sample Written Hazard Communication Plan](#)

[Right-to-Know Hazard Communication Compliance Guide](#)

MIOSHA Hazard Communication Introductory Training Modules:

[Module 1: Overview and Classification](#) - 10 mins - (Recorded voice over PowerPoint)

[Module 2: Labels](#) - 14 mins - (Recorded voice over PowerPoint)

[Module 3: Safety Data Sheets \(SDSs\)](#) - 13 mins - (Recorded voice over PowerPoint)

[Part 92/430 Hazard Communication](#)

Elements of the Hazard Communication Standard:

Written Program (needs to be site specific to the chemical hazards at the facility)

Posters - [Safety Data Sheet \(SDS\) Location Poster](#) and [New/Revised Safety Data Sheet \(SDS\) Poster](#)

Container labeling (secondary containers)

Safety Data Sheets

Employee training

Chemical inventory list

The Department of Labor and Economic Opportunity is an equal opportunity employer/program.



Consultation Education and Training (CET) Division
525 W. Allegan Street • P.O. Box 30643 • Lansing, MI 48909-8143
www.michigan.gov/miosha • 517-284-7720
(MIOSHA/CET #0174 • Revised 10/09/18)



Personal Protective Equipment (PPE) – Parts 33/433

[PPE for General Industry Guidelines](#) (includes sample assessments and sample certification form)
[Part 33/433 Personal Protective Equipment](#)

Elements of the PPE Standard:

Written Hazard Assessment Certification
Proper selection, provision, maintenance and use of PPE
Employee training

Bloodborne Infectious Diseases (BID) – Part 554

[Sample Written Exposure Control Plan](#)
[MIOSHA BID Resources and PowerPoint Programs](#)
[Part 554 Bloodborne Infectious Diseases](#)

Elements of the BID Standard:

Written exposure control plan (site specific)
Hepatitis B vaccination for all Category A employees (or declination statement)
Post exposure evaluation and management of incidents
Standard operating procedures
Employee training on employer's exposure control plan

Tuberculosis (Employee protection)

MIOSHA adopts the federal OSHA Instruction, CPL 02-02-078, [Enforcement Procedures and Scheduling for Occupational Exposure to Tuberculosis](#)

Michigan Department of Health and Human Services [FAQs for Employers Providing TB Screening](#)

Centers for Disease Control and Prevention, [Guidelines for Preventing the Transmission of *Mycobacterium tuberculosis* in Healthcare Settings](#).

Respiratory Protection (Employees who wear a respirator for comfort versus required use)

[Part 451 Respiratory Protection](#)

Elements of the Respiratory Protection Standard:

| <u>Required Use of Respirators (e.g. TB exposure)</u> | <u>Voluntary Use of Respirators (e.g. dust mask)</u> |
|--|---|
| <ul style="list-style-type: none">• Medical Evaluation• Fit-testing• Written program• Training• Maintenance and Care | <ul style="list-style-type: none">• Provide the information from Appendix D of Part 451 |

Workplace Violence Prevention (protecting employees from incidents)

Federal OSHA's [Guidelines for Preventing Workplace Violence for Healthcare and Social Service Workers](#) OSHA Publication 3148, (2015).

Medical Services & First Aid – Part 472 (First aid and emergency eyewash/showers)

MIOSHA Agency Instruction related to provision of 1st Aid: [MIOSHA-STD-08](#)
MIOSHA Agency Instruction related to emergency eyewash and showers: [MIOSHA-STD-07](#)
MIOSHA emergency eyewash and showers: [Fact Sheet](#)

[Part 472 Medical Services & First Aid](#)

Hazardous Drugs (Chemotherapy and other high hazard drugs)

MIOSHA [Fact Sheet](#)

MIOSHA Training: [Module 1](#) and [Module 2](#)

Ergonomics – Strains, sprains and cumulative trauma muscular skeletal disorders

MIOSHA Fact Sheet General Industry Safety & Health Division [Ergonomics](#)

Occupational Safety and Health Administration (OSHA) Safety and Health Topics -
[Ergonomics: Guidelines for Nursing Homes](#)

National Institute for Occupational Safety and Health -
[Safe Lifting and Movement of Nursing Home Residents](#)

Michigan Required Posters

[Michigan On The Job Poster](#) & other workplace posters

[Poster List](#) (includes required posters from other departments and their contact information)

MIOSHA General Industry Safety Standards

[General Provisions – Part 1](#) (securing oxygen cylinders and guarding equipment nip/pinch points)

[Walking-Working Surfaces – Part 2](#) (includes employee protection against slips, trips and falls including requirements for guard rails, stairways, ladders and roof maintenance work)

[Fire Exits – Part 6](#)

[Fixed Fire Equipment – Part 9](#) (rules related to sprinkler systems)

[Fire Extinguishers – Part 8](#)

[Electrical Safety-Related Work Practices – Part 40](#) (Extension cord use – Rule 4007)

[Design Safety Standards for Electrical Systems – Part 39](#)

Working clearance 3 ft. in front of electrical panel (no blocking), Rule (g)(1)(i)

Labeled circuit breakers, 1910.303(b)(2)(f)

Guarding of live electrical parts, 1910.303(g)(2)(i)

[Compressed Gases, Acetylene & Oxygen](#)

Rules for in-house piped oxygen systems.

Please note: this is not an exclusive list. Additional MIOSHA Standards may apply depending on the operations occurring at the facility. Refer to the [MIOSHA Standards and Legislation](#) webpage to determine if other standards apply.

Additional Resources

MIOSHA Consultation Education and Training – [CET Services](#)

MIOSHA Training Institute [Calendar](#) and [Scholarships](#)