Physician/Dentist Office Checklist

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 medical and dental clinics. Review each of the documents on the checklist to determine which are applicable to the practice or clinic.

Michigan Required Posters
  Michigan On The Job Poster & other workplace posters
  Poster List (includes required posters from other departments and their contact information)

Hazard Communication – Parts 92/430 (Chemicals used in the workplace)
  Part 92/430 Hazard Communication (MIOSHA standard)
  Right-to-Know Hazard Communication Compliance Guide

  Elements of the Hazard Communication Standard:
  Sample Written Hazard Communication Program - Needs to be made 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 (including secondary/workplace containers)
  Safety Data Sheets
  Chemical inventory list
  Employee training
  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)

Personal Protective Equipment (PPE) – Parts 33/433
  Part 33/433 Personal Protective Equipment (MIOSHA standard)

  Elements of the PPE Standard:
  Written Hazard Assessment Certification - PPE for General Industry Guidelines (includes sample assessments and sample certification form)
  Proper selection, provision, maintenance and use of PPE
  Employee training

Bloodborne Infectious Diseases (BID) – Part 554
  Part 554 Bloodborne Infectious Diseases (MIOSHA standard)

  Elements of the BID Standard:
  Written exposure control plan - Sample Written Exposure Control Plan (make site-specific)
  Hepatitis B vaccination for all Category A employees (or declination statement)
  Post exposure evaluation and management of incidents
  Standard operating procedures (SOPs)
  Decontaminate/clean-up procedures

  LEO is an equal opportunity employer/program.

Consultation Education and Training (CET) Division
Michigan Occupational Safety and Health Administration (MIOSHA)
Michigan Department of Labor and Economic Opportunity (LEO)
www.michigan.gov/miosha • 517-284-7720
CET-5952 • Revised 10/09/18
Employee training on employer’s exposure control plan

MIOSHA BID Resources and PowerPoint Programs

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

- Part 472 Medical Services & First Aid (MIOSHA standard)
- 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

Formaldehyde – Part 306

- Part 306 Formaldehyde (MIOSHA standard) - Fixation of biological samples.
- Employee training/ information
- Air monitoring
- The Toxicology of Formaldehyde – CET-5028

Tuberculosis (Employee protection) – The MIOSHA Act 154 of 1974

- MIOSHA adopted 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 – Part 451

- Part 451 Respiratory Protection (MIOSHA standard)

  Elements of the Respiratory Protection Standard:

<table>
<thead>
<tr>
<th>Required Use (e.g. chemical over exposure or TB)</th>
<th>Voluntary Use (e.g. dust mask)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Medical Evaluation</td>
<td>• Provide information from Appendix D of Part 451</td>
</tr>
<tr>
<td>• Fit-testing</td>
<td>• Medical evaluation, training on proper maintenance and care rules and a limited scope written program pertaining to these topics, apply when voluntarily using a tight-fitting, cartridge-style respirator.</td>
</tr>
<tr>
<td>• Written Program – make site-specific</td>
<td></td>
</tr>
<tr>
<td>• Training</td>
<td></td>
</tr>
<tr>
<td>• Maintenance and Care</td>
<td></td>
</tr>
</tbody>
</table>

Silica in General Industry – (e.g. grinding dental molds)

- Part 590 Silica in General Industry (MIOSHA standard)

  Applies when generating dust from natural stone products or plaster that contains crystalline quartz/silica

  MIOSHA Silica Resources webpage

Asbestos in General Industry – Pre-1981 building surveys and awareness training

- Part 305 Asbestos in General Industry and Asbestos Publications

Hazardous Drugs (Chemotherapy and other high hazard drugs)

- MIOSHA Fact Sheet and Training: Module 1 and Module 2

Laser Use – Class 3b and 4 Lasers

- Industrial Laser Compliance Guide – SP #39
Laser Safety Officer (LSO) in place
Hazard analysis performed
Standard Operating Procedures (SOPs) and Employee Training
Personal Protective Equipment - Eyewear with proper optical density (OD) rating

MIOSHA Radiation Safety Section - [X-Ray Requirements & Resources](#) and [Frequently Asked Questions](#)

**National Institute for Occupational Safety and Health (NIOSH)**
- [Occupational Exposure to Waste Anesthetic Gases and Vapors](#) (recommendations)
- [Use and Control of Nitrous Oxide in Dental and Medical](#)

**Michigan Occupational Disease Reporting**
Medical professionals are required to report patients with known or suspected occupational illnesses or diseases
- [Director's Letter & Instructions](#)
- Online Forms: [Occupational Diseases](#) and [Noise-Induced Hearing Loss (Work-Related)](#)

**General Industry Safety Rules:**
- [General Provisions – Part 1](#) (MIOSHA standard)
  - Securing oxygen cylinders – Rule 11(c) and guarding equipment nip/pinch points – Rules 33-34
- [Abrasive Wheels – Part 1A](#) (MIOSHA standard)
  - Work rest adjustment – Rule 114; Guarding wheel & spindle end nut – Rule 121;
  - Peripheral/upper guard adjustment – Rule 125
- [Walking-Working Surfaces – Part 2](#) (MIOSHA standard)
  - Includes employee protection against slips, trips and falls including requirements for guard rails, stairways, ladders and roof maintenance work
- [Fire Exits – Part 6](#) (MIOSHA standard)
- [Fixed Fire Equipment – Part 9](#) (MIOSHA standard) - Rules related to sprinkler systems
- [Fire Extinguishers – Part 8](#) (MIOSHA standard)
- [Electrical Safety-Related Work Practices – Part 40](#) (MIOSHA standard) Extension cord use – Rule 4007
- [Design Safety Standards for Electrical Systems – Part 39](#) (MIOSHA standard)
  - 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 Part 69](#) (MIOSHA standard) - In-house piped oxygen systems.

**Recording & Reporting of Occupational Injuries & Illnesses – Part 11**
- [Part 11 Recording & Reporting of Occupational Injuries & Illnesses](#) (MIOSHA standard)
  - Offices of Physicians and Offices of Dentists are partially exempt from recordkeeping.
  - Refer to the Federal OSHA, “Who Keeps Records” website for additional information.

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.