

 Lexington Police Department	Subject: Industrial Accidents and Incidents					Policy Number: 46H	
	Accreditation Standards:					Effective Date: 7/2/21	
<input checked="" type="checkbox"/> New <input type="checkbox"/> Revised	Revision						
	Dates:						
By Order of: Michael McLean, Chief of Police							

Each year, thousands of workers and citizens in the US are injured or killed from preventable work-place accidents, which are often the result of violations of established state and federal safety regulations.

The public safety departments in Lexington have moral and in some cases, legal obligations to protect workers and citizens from foreseeable industrial accidents and to investigate those accidents when they do occur.

The following policy is a guide for handling an incident involving a work-place accident involving damage, catastrophes, life threatening illnesses or other immediate threats to life, serious injury (loss of an eye or limb or likelihood of long-term disability) or death. If any of the aforementioned conditions exist, presume a reportable condition is occurring or has occurred and follow the protocol set forth below. (See Department Policy **46A- All Hazards Plan (ICS)**, for large scale incidents.)

The Occupational Safety and Health Administration (OSHA)

OSHA is the federal agency charged with regulating and investigating private sector industrial issues. OSHA does NOT cover incidents involving homeowners or public employees. OSHA Region 1 covers all of New England with their office in Andover, MA handling all calls in Essex & Middlesex Counties. During regular business hours, contact OSHA via 978-837-4460. After business hours, 800-321-6742.

The Massachusetts Department of Labor & Statistics (MASS DLS)

MASS DLS is the state agency charged with regulating and investigating public sector industrial issues. A public employee is an employee of a state, county, or municipal entity. The MASS DLS is also in charge of ensuring that all private sector employers have the required workman's compensation insurance. Call (508) 616-

46H-Industrial Accidents and Incidents

0461 x9488 or email safepublicworkplacemailbox@mass.gov Office of Public Safety and Inspections

(OPSI)

The Office of Public Safety and Inspections (OPSI) sets and oversees infrastructure safety standards across Massachusetts. If there is an Emergency involving an OPSI regulated activity please contact the Massachusetts Emergency Management Agency at (508) 820-1444 to report OPSI related incident.

OPSI regulated activities:

1. Building collapse/failure
2. Elevators/escalators
3. Boiler or air tank failure/explosion
4. Amusement or tramway incidents
5. Horse carriage incidents
6. Incidents involving hoisting and excavating equipment.

The following is a guideline to determine if an accident, injury or death should be reported to one of the aforementioned agencies.

911 Public Safety Dispatcher responsibilities:

1. Receive report of incident/accident via phone, radio or walk-in report.
 - a. Obtain initial required information – reporting party's name, callback number, location of incident/accident and nature of injuries.
 - b. Dispatch appropriate public safety personnel following standard departmental protocols while maintaining contact with reporting party (if possible).
 - c. Provide pre-arrival medical instructions if appropriate,
2. If call volume permits and if reporting party is willing/able to provide more information, dispatchers should acquire the following;
 - a. Number of victims
 - b. Type of injuries and what caused them,
 - c. Is/are the person(s) injured – workers, self-employed or the property owner(s)?
 - d. Acquire name, address and phone number for the business (if a business is involved),
 - e. Acquire job foreman's name and contact information,

46H-Industrial Accidents and Incidents

- f. Advise reporting party not to move ANYTHING (unless necessary to protect or assist victim(s)).
3. If after acquiring this information, it appears clear to the dispatcher that this is a reportable incident to OSHA, MASS DLS or OPSI, Dispatch SHALL contact the appropriate agency and provide them any and all information requested.

OSHA (978)-837-4460 *Business Hours*
(800)-321-6742 *After Hours*
MASS DLS (508)-616-0461 x9488
OPSI (508)-820-1444

If dispatcher is unable to acquire the information or is unsure whether a reportable condition exists, first responders on the scene will make that determination.

Police Department response

1. After patient(s) have been transported, officers will ensure the scene is maintained for CID (Criminal Investigations Department)/CPAC if applicable.
2. If it has been determined that a reportable condition occurred, the shift supervisor shall ensure that OSHA and or MASS DLS are notified and placed in direct contact with the first responding officer while still at the scene.
3. Officers will follow and complete all reasonable requests from OSHA and or MASS DLS investigators. This will include but not be limited to;
 - a. Assisting with witness interviews,
 - b. Canvassing for additional witnesses and or collection of additional pictorial or video evidence from any nearby security cameras,
 - c. Allowing use of station facilities, including interview room, phones, office and computers etc.
 - d. Collection, preservation and storage of evidence and or the custodial transfer of evidence from LPD to investigators following established protocols. (See Department Policy **83A-Collection and Preservation of Evidence.**)
 - f. Assist with all other requests of the investigators in furtherance of the case.
 - g. According to the provisions in Section 164.512 of the HIPAA privacy regulations, it clearly states that "OSHA need NOT obtain the prior

46H-Industrial Accidents and Incidents

authorization of individuals for access to health records when such information is required to determine compliance with OSHA health and safety standards”.