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# **FALL PREVENTION FOR REMOTE WORKERS**

**Leader's Guide, Fact Sheet  
& Quiz**

**Item Number: 5118**  
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*This easy-to-use Leader's Guide is provided to assist in conducting a successful presentation.*

## **PREPARING FOR THE MEETING**

Here are a few suggestions for using this program:

- a) Review the contents of the Fact Sheet that immediately follows this page to familiarize yourself with the program topic and the training points discussed in the program. The Fact Sheet also includes a list of Program Objectives that details the information that participants should learn from watching the program.
- b) If required by your organization, make an attendance record to be signed by each participant to document the training to be conducted.
- c) Prepare the area and equipment to be used for the training. Make sure the watching environment is comfortable and free from outside distractions. Also, ensure that participants can see and hear the TV screen or computer monitor without obstructions.
- d) Make copies of the Review Quiz included at the end of this Leader's Guide to be completed by participants at the conclusion of the presentation. Be aware that the page containing the answers to the quiz comes before the quiz itself, which is on the final page.

## **CONDUCTING THE PRESENTATION**

- a) Begin the meeting by welcoming the participants. Introduce yourself and give each person an opportunity to become acquainted if there are new people joining the training session.
- b) Introduce the program by its title and explain to participants what they are expected to learn as stated in the Program Objectives of the Fact Sheet.
- c) Play the program without interruption. Upon completion, lead discussions about your organization's specific policies regarding the subject matter. Make sure to note any unique hazards associated with the program's topic that participants may encounter while performing their job duties at your facility.
- d) Hand out copies of the review quiz to all of the participants and make sure each one completes it before concluding the training session.

# 5118 FALL PREVENTION FOR REMOTE WORKERS FACT SHEET

**LENGTH: 1:51 MINUTES**

## **PROGRAM SYNOPSIS:**

In today's technology driven and ever-changing world, the ability and necessity of working from home or at a remote location is on the rise. Generally referred to as "remote work", this working arrangement commonly finds workers performing their job duties from a "home office" or a "home-based worksite." There are many benefits of remote work for both the employee and employer; however, it is important that all parties understand their responsibilities related to the safety and health of remote workers. This program provides an overview of preventing slips, trips and falls for remote workers.

Topics include ensuring the home is free of fall hazards, keeping stairs and travel paths clear, proper illumination, ensuring handrails and stairs are in good condition and keeping exterior stairs and walkways clear of fall hazards.

## **PROGRAM OBJECTIVES:**

After watching the program, the participant should be able to explain the following:

- Why fall prevention must be a key component of any safety program for remote workers;
- What two common fall hazards in the home are and how they can be controlled;
- Why all travel paths in the home must be clear of debris and illuminated adequately.

## **INSTRUCTIONAL CONTENT:**

### **FALL PREVENTION FOR REMOTE WORKERS**

- Slips, trips and falls are one of the leading causes of injuries and fatalities both on the job and at home. This is why fall prevention must be a key component of any safety program for remote workers.
- The remote worker safety checklist must include key elements for fall prevention and the remote worker must verify that the workspace is free of slip and trip hazards.
- Every work area, include those in a worker's home, must remain free of slip, trip and fall hazards.
- Two common fall hazards in a home are cords and rugs.
- Keep all cords out of areas of traffic flow and position them where they are not underfoot. If this can't be avoided, fasten them securely to the floor to reduce the tripping hazard.
- Keep in mind that extension cords are not intended to be permanent. You may need to have an electrician install additional outlets to eliminate the need for extension cords.
- Rugs must remain flat on the floor, be sure to work out any humps or lumps.
- Place some type of non-skid tape or no-slip underlayer between a rug and the floor to prevent the rug from sliding.
- Slips and trips can also be prevented through good housekeeping. Don't allow clutter such as toys, dirty clothes or excess supplies to accumulate in your home or work area.
- Be especially mindful not to store any items on stairs.
- All travel paths must remain clear of debris and illuminated adequately so they may always be navigated safely.
- Any stairs that must be climbed or descended must be in good condition and have a sturdy handrail.
- Home-based workers must also be responsible to keep their exterior walkways and stairs free of slip and trip hazards.

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**ANSWERS TO THE REVIEW QUIZ**

1. b

2. a

3. b

## FALL PREVENTION FOR REMOTE WORKERS

### *Fall Prevention for Remote Workers*

#### REVIEW QUIZ

*The following questions are provided to determine how well you understand the information presented in this program.*

Name \_\_\_\_\_ Date \_\_\_\_\_

1. Extension cords should only be used permanently to power home office equipment when your home is not equipped with enough electrical outlets.
  - a. True
  - b. False
  
2. Any stairs that must be climbed or descended in your home must be in good condition and have a sturdy handrail.
  - a. True
  - b. False
  
3. Home-based workers are NOT responsible for keeping their exterior walkways and stairs free of slip and trip hazards.
  - a. True
  - b. False