



Training Solutions, Delivered!

# UNDERSTANDING AND PREVENTING SLIPS

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

**Item Number: 5175**  
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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.

## **5175 UNDERSTANDING AND PREVENTING SLIPS FACT SHEET**

**LENGTH: 1:28 MINUTES**

### **PROGRAM SYNOPSIS:**

The statistics related to slips, trips and falls in the workplace are staggering—nearly 16 million fall injuries occur each year. These mishaps are the second leading cause of fatalities on the job and the third leading cause of employee disability. To help prevent fall injuries at your facility, your organization provides training on the common factors and hazards that contribute to falling and the safe work practices that should be followed to control them. As part of such training, this program discusses common workplace slip hazards and the precautions that should be followed to avoid them.

### **PROGRAM OBJECTIVES:**

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

- How a slip occurs;
- Which common slip hazards can be found in the workplace;
- Which precautions to follow to avoid slip hazards;
- How to help maintain your balance when walking across slippery surfaces.

### **INSTRUCTIONAL CONTENT:**

#### **UNDERSTANDING AND PREVENTING SLIPS**

- A slip occurs when a substance reduces the friction between our footwear and the surface on which we are standing or walking. As our feet slip or slide out from under our center of gravity, we will lose our balance and fall.
- Common workplace slip hazards include leaks or spills of water, grease, oil and similar liquids.
- Be aware that solid materials such as sawdust, metal shavings, cardboard and other objects can also cause us to slip and fall. This is why maintaining a clean and orderly work area is an important part of fall prevention.
- To avoid slip hazards, you must pay close attention to the walking surface when traveling through the workplace. Be extra careful when entering buildings and restrooms, as floors are often slippery in these areas.
- Do not run in the workplace. Always travel at a slow, safe speed.
- If you discover a slip hazard, don't ignore it. If possible, clean up the slip hazard right away; otherwise, mark it in some way and report it to the proper authority so it may be corrected.
- Avoid walking on slippery surfaces whenever possible. If you have no choice but to walk across a slippery surface, take a wide stance and point your feet slightly outward. Then take short, shuffling steps to help maintain your balance.

**UNDERSTANDING AND PREVENTING SLIPS**

**ANSWERS TO THE REVIEW QUIZ**

1. a

2. b

3. b

**UNDERSTANDING AND PREVENTING SLIPS**  
**REVIEW QUIZ**

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

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

1. Solid materials such as sawdust, metal shavings, cardboard and other objects can cause us to slip and fall.
  - a. True
  - b. False
  
2. You should only run in the workplace when evacuating due to a fire or other emergency.
  - a. True
  - b. False
  
3. When walking across a slippery surface, you should take a wide stance and point your feet slightly \_\_\_\_\_, then take short, shuffling steps.
  - a. Inward
  - b. Outward