

Criterion Tier I

- A. The completed Resolve Form has been submitted to MMA
- B. Meets the required State of Maine Department of Labor (MDOL) **compliance directives**
- C. Agrees to respond within 30-days to Corrective Action Recommendations
- D. A **Personal Protective Equipment** (PPE) safety plan is implemented for all required departments
- E. Safety policies are reviewed and documented annually
- F. Key people have been assigned safety responsibilities
- G. A process to communicate safety concerns to all employees is in place
- H. Leadership is aware of and reviews accidents

Criterion Tier II

- A. A **slip, trip and fall** safety policy is in place
- B. A **lifting and back** safety policy is in place
- C. An **office ergonomics** safety policy is in place
- D. A **safety committee** holds meetings at least quarterly and minutes are documented
- E. **Incident reviews** (i.e. accidents, near misses) are conducted to find root cause(s) of reported occurrences
- F. **Facility self inspection** are completed annually and documented
- G. **Preferred providers** are used

SPECIAL NOTE: The preferred provider list is a useful tool, but not meant to be restrictive. Other options may be available to you. For more information email WCSIP@memun.org .
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Criterion Tier III

- A. Employee training is documented
- B. A written **incident review** policy is in place
- C. A wellness program or similar alternative is offered to employees
- D. A **return-to-work policy** that provides light-duty work as soon as the employee is medically cleared by a physician. The return-to-work policy and light-duty options are in place for all employees, across all departments, even those working under a collective bargaining agreement.
- E. Leadership attends/participates in **Safety Committee** meetings, trainings and other safety events