



UNSW
SYDNEY

Australia's
Global
University

Health, Safety and Environment

UNSW Medicine

July 2018



UNSW Medicine Level 2 Health and Safety - July 2018

UNSW Medicine Level 2 Health, Safety and Environment meeting update

1. Notable hazards and incidents in Medicine since the last meeting (1 May 2018)

- 1.1 No SafeWork NSW notifiable incidents.
- 1.2 Needlestick injury whilst suturing.
- 1.3 Finger injury from glass valve breaking.
- 1.4 Needlestick injury aspirating blood from vacutainer.
- 1.5 Blood splash in eye whilst suturing.
- 1.6 Repetitive strain from laboratory activities – biological safety cabinet.
- 1.7 Repetitive strain from office desk activities – inappropriate workstation set up.

2. Notable hazards and incidents elsewhere at UNSW

- 2.1 A number of contractor incidents on Multiplex construction sites.

3. Legislation/Codes of Practice/Case law/other

- 3.1 [Workplace Exposure Standards](#) for Airborne Contaminants updated on 27 April 2018.
- 3.2 SafeWork NSW Baseline Exposure Study

4. UNSW Health and Safety Procedure/Guideline/Forms changes/updates

- 4.1 UNSW Health and Safety Management system is being updated to reflect ISO 45001.
- 4.2 UNSW Contractor Management Guideline has been updated to reflect the new online contractor induction and management system. An online module for contractors working in laboratories has been developed by Laboratory Managers.
- 4.3 [Hazard and incident reporting](#) webpage updated to include immediate actions to take in the event of an incident.

5. UNSW Health, Safety and Environment Team updates

- 5.1 SafeSys Minor enhancements completed 9 April: Speed improvements, some text boxes expand, related safety items search change, redirect to My Submissions after saving. Not all of the speed improvements were achieved, this has been escalated to IT Business Partner.
- 5.2 New online training has been developed for Lab Safety Awareness, Liquid Nitrogen, Fume Cupboards. Health and Safety for Office-based Supervisors will be release shortly.
- 5.3 PiMS upgrade on 7th May included improvements to safety training administration: Students can self-enrol, students can view training records in one place, reminder emails for non-completion of training, and more.
- 5.4 Jaggaer upgrade coming soon to integrate with the UNSW Finance System. Requisitions will be created and approved in Jaggaer, then the information will be sent to NSF which will generate the NSF Requisition and Purchase Order (PO) automatically.

6. Wellbeing

- 6.1 Global Challenge commenced on 23rd May. Teams in Medicine are progressing well. A number of lunch-time activities have been arranged for participants.
- 6.2 Benestar (our Employee Assistance Program provider) information has been shared with all staff in the faculty and targeted information provided to People Leaders.
- 6.3 Free flu vaccinations offered to staff 17 April – 24 May.

7. Environment

- 7.1 Fume cupboard safety and energy stickers have been rolled out across Medicine faculty.

8. Audits/inspections

- 8.1 Taskforce inspections are currently being carried out across the Faculty.

9. Medicine Work Health and Safety Plan 2019 – 2021

- 9.1 Under review for submission to Faculty Executive by final meeting for 2018 (6/11/18).

UNSW Health and Safety Online Training

Note: New Hires shown are from the period 01 January 2018 – 31st May 2018

Report was run on 1st June 2018

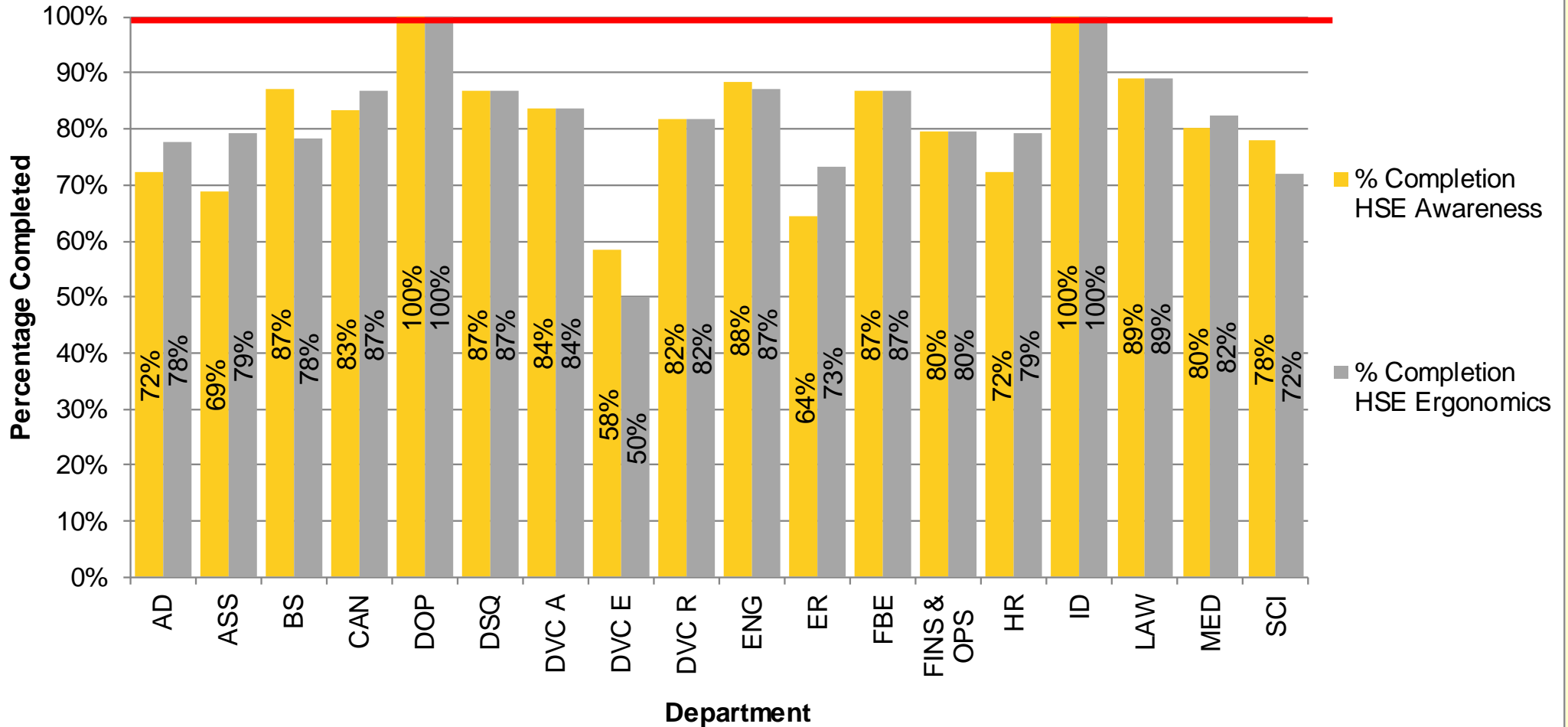
New Hires are only currently active employees

This report includes newly hired employees in Continuing and Fixed term Full time and Fractional Academics.

It does not include Part time Professional Staff, Casual Employees, Contractors and Honorary Title Holders.

Faculty/ Division	Faculty/Division Name	# of New Hires	New Staff Completed HSEAWA	% Completion HSE Awareness	New Staff Completed HSEEMT	% Completion HSE Ergonomics
AD	UNSW Art & Design	18	13	72%	14	78%
ASS	Faculty Arts and Social Sciences	29	20	69%	23	79%
BS	UNSW Business School	23	20	87%	18	78%
CAN	UNSW Canberra	30	25	83%	26	87%
DOP	Division of Philanthropy	7	7	100%	7	100%
DSQ	Division of Strategy & Quality	15	13	87%	13	87%
DVC A	DVC Academic	37	31	84%	31	84%
DVC E	DVC Enterprise	12	7	58%	6	50%
DVC R	DVC Research	11	9	82%	9	82%
ENG	Faculty of Engineering	85	75	88%	74	87%
ER	External Relations	56	36	64%	41	73%
FBE	Faculty of Built Environment	15	13	87%	13	87%
FINS & OPS	Division of Finance & Operations	132	105	80%	105	80%
HR	Human Resources	29	21	72%	23	79%
ID	Division of Inclusion & Diversity	1	1	100%	1	100%
LAW	UNSW Law	9	8	89%	8	89%
MED	Faculty of Medicine	131	105	80%	108	82%
SCI	Faculty of Science	50	39	78%	36	72%

UNSW Health and Safety Online Training



New Hires	690
HSE Awareness	79%
HSE Ergonomics	81%

UNSW Health and Safety Online Training: New Hires 2018

Note: New Hires shown are from the period 01 January 2018 – 31st May 2018

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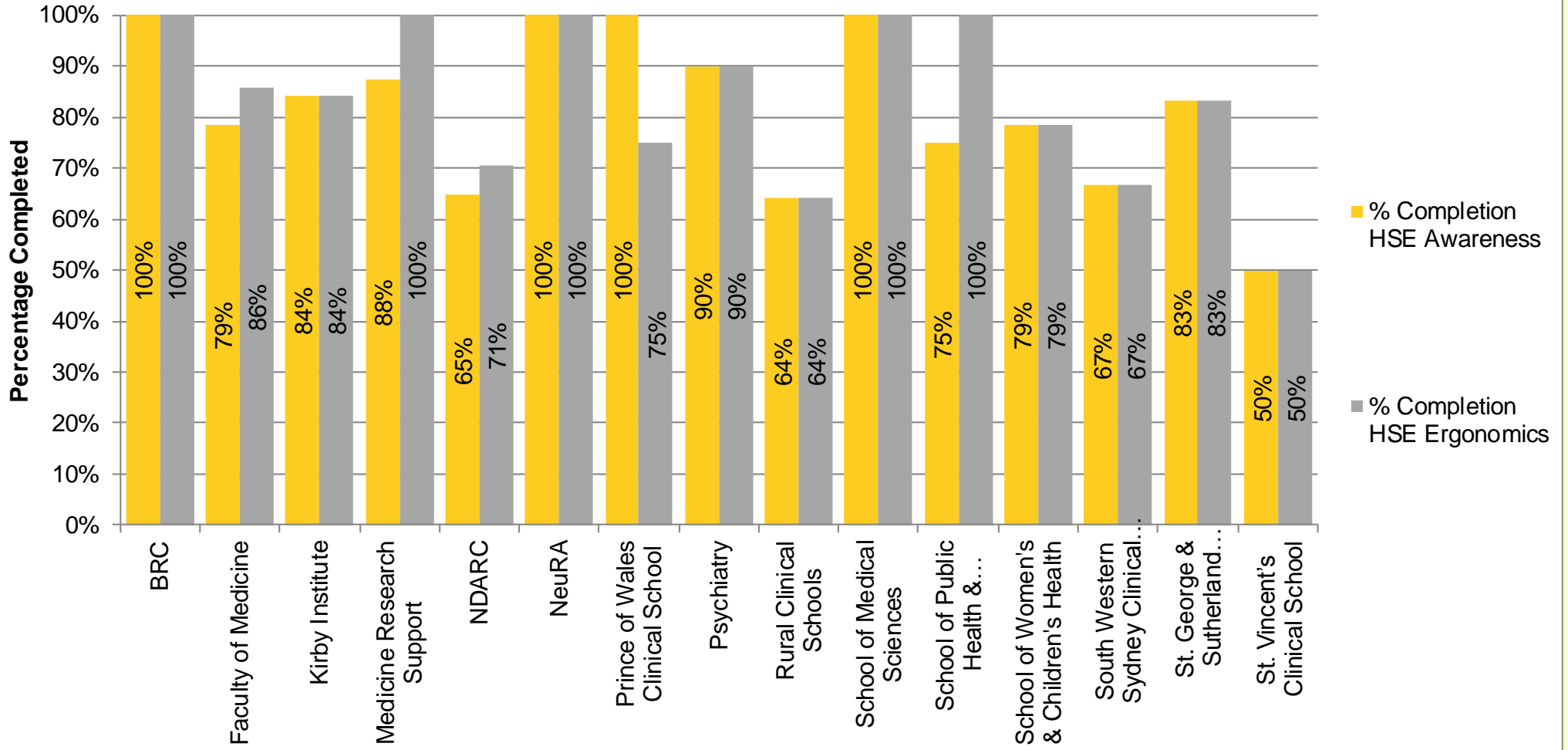
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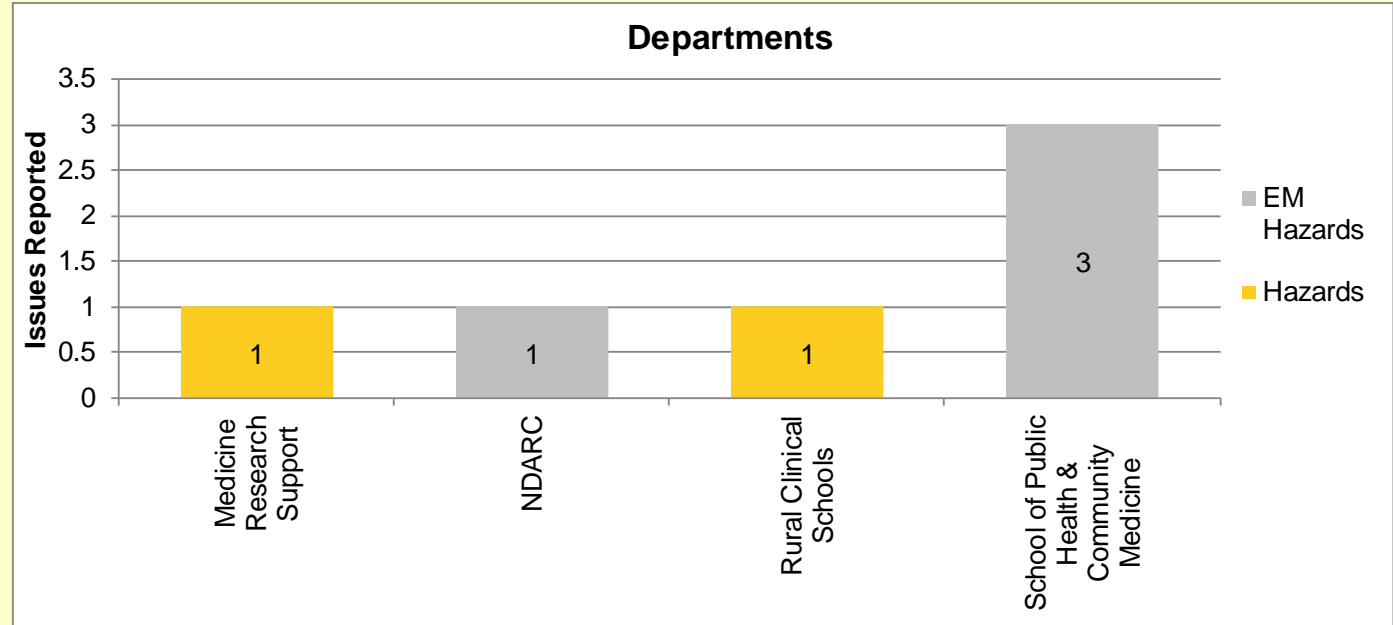
Department	# of New Hires	New Staff Completed HSEAWA	% Completion HSE Awareness	New Staff Completed HSEEMT	% Completion HSE Ergonomics
BRC	4	4	100%	4	100%
Faculty of Medicine (includes smaller workgroups)	14	11	79%	12	86%
Kirby Institute	19	16	84%	16	84%
Medicine Research Support	8	7	88%	8	100%
NDARC	17	11	65%	12	71%
NeuRA	2	2	100%	2	100%
Prince of Wales Clinical School	4	4	100%	3	75%
Psychiatry	10	9	90%	9	90%
Rural Clinical Schools	14	9	64%	9	64%
School of Medical Sciences	10	10	100%	10	100%
School of Public Health & Community Medicine	4	3	75%	4	100%
School of Women's & Children's Health	14	11	79%	11	79%
South Western Sydney Clinical School	3	2	67%	2	67%
St. George & Sutherland Clinical School	6	5	83%	5	83%
St. Vincent's Clinical School	2	1	50%	1	50%
Grand Total	131	105	80%	108	82%

New Hires 2018

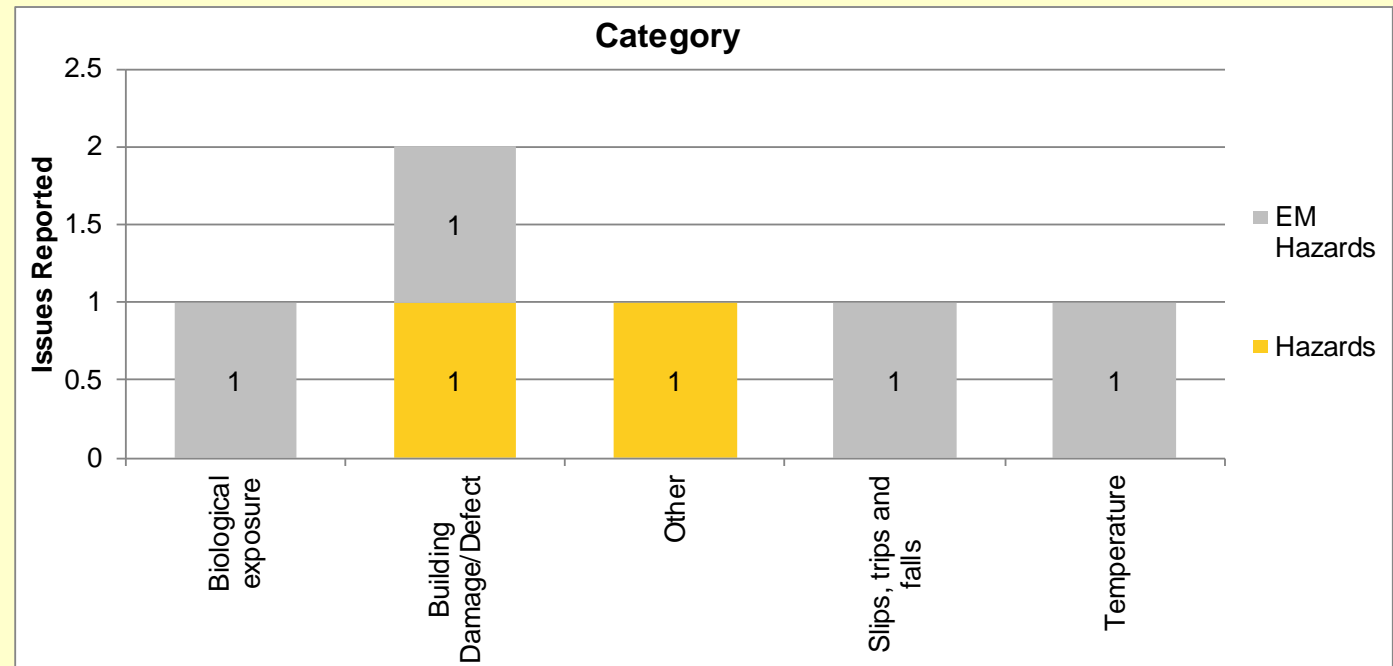


Hazards

Departments	Hazards	EM Hazards
Medicine Research Support	1	0
NDARC	0	1
Rural Clinical Schools	1	0
School of Public Health & Community Medicine	0	3
Grand Total	2	4

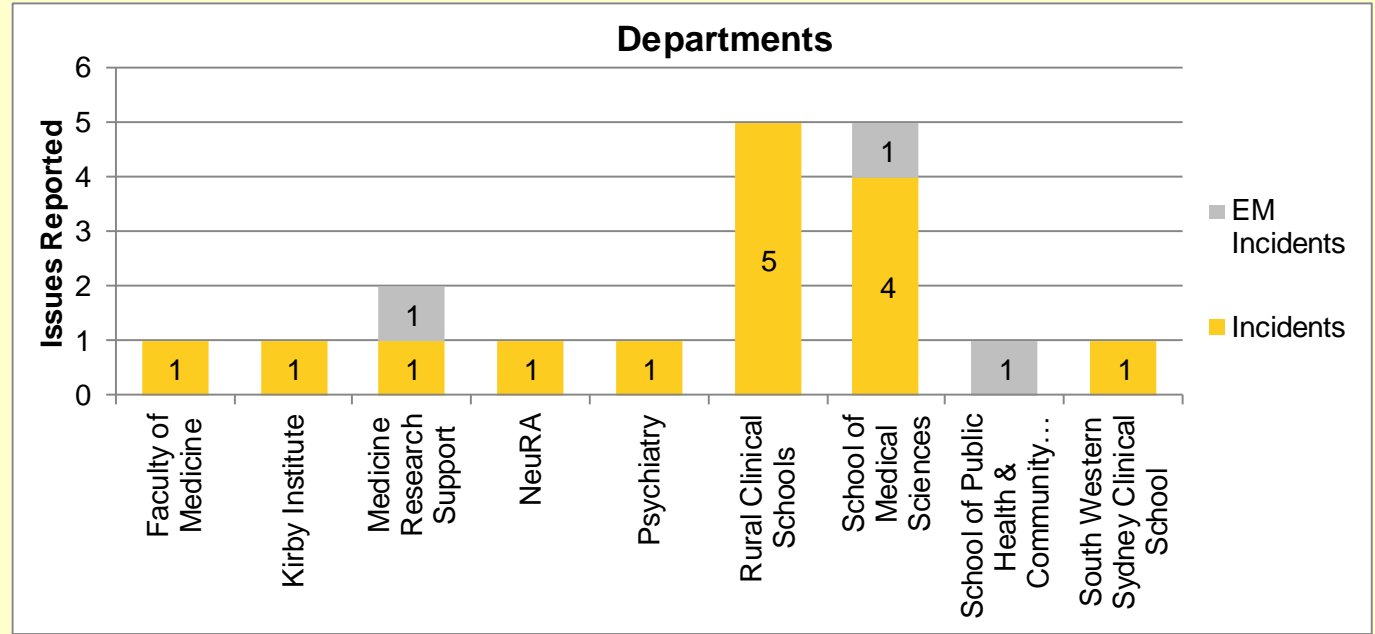


Category	Hazards	EM Hazards
Biological exposure	0	1
Building Damage/Defect	1	1
Other	1	0
Slips, trips and falls	0	1
Temperature	0	1
Grand Total	2	4

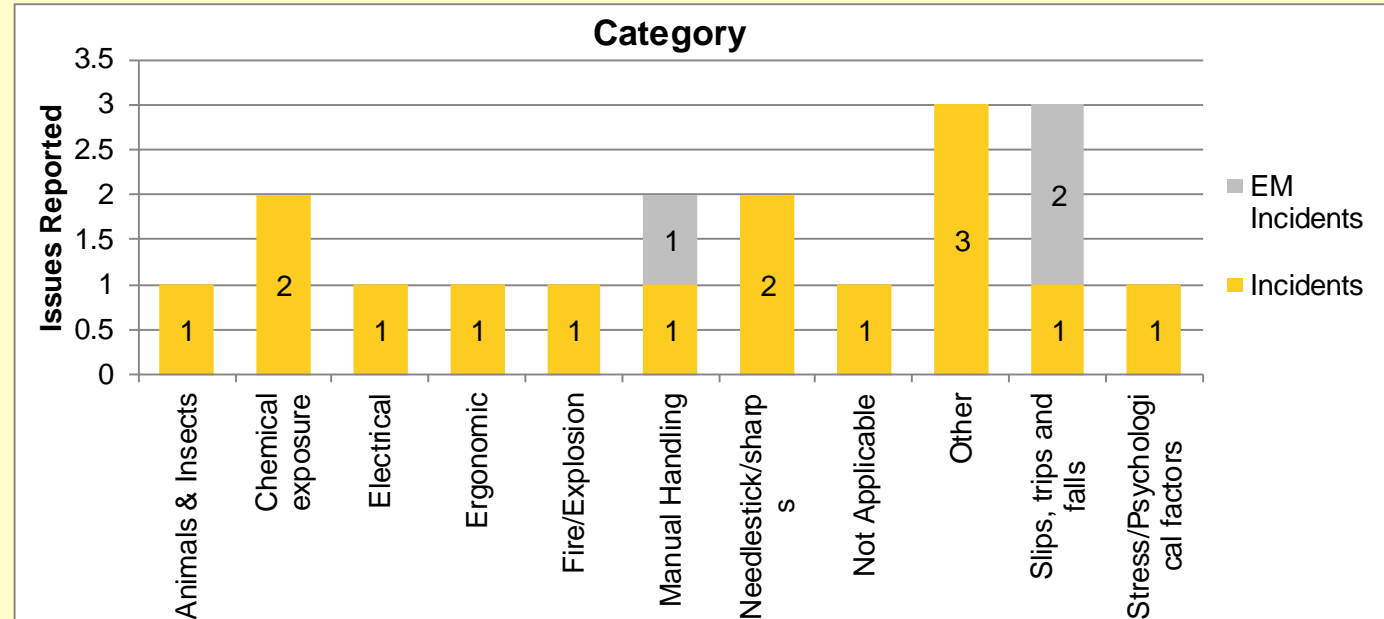


Incidents

Departments	Incidents	EM Incidents
Faculty of Medicine	1	0
Kirby Institute	1	0
Medicine Research Support	1	1
NeuRA	1	0
Psychiatry	1	0
Rural Clinical Schools	5	0
School of Medical Sciences	4	1
School of Public Health & Community Medicine	0	1
South Western Sydney Clinical School	1	0
Grand Total	15	3

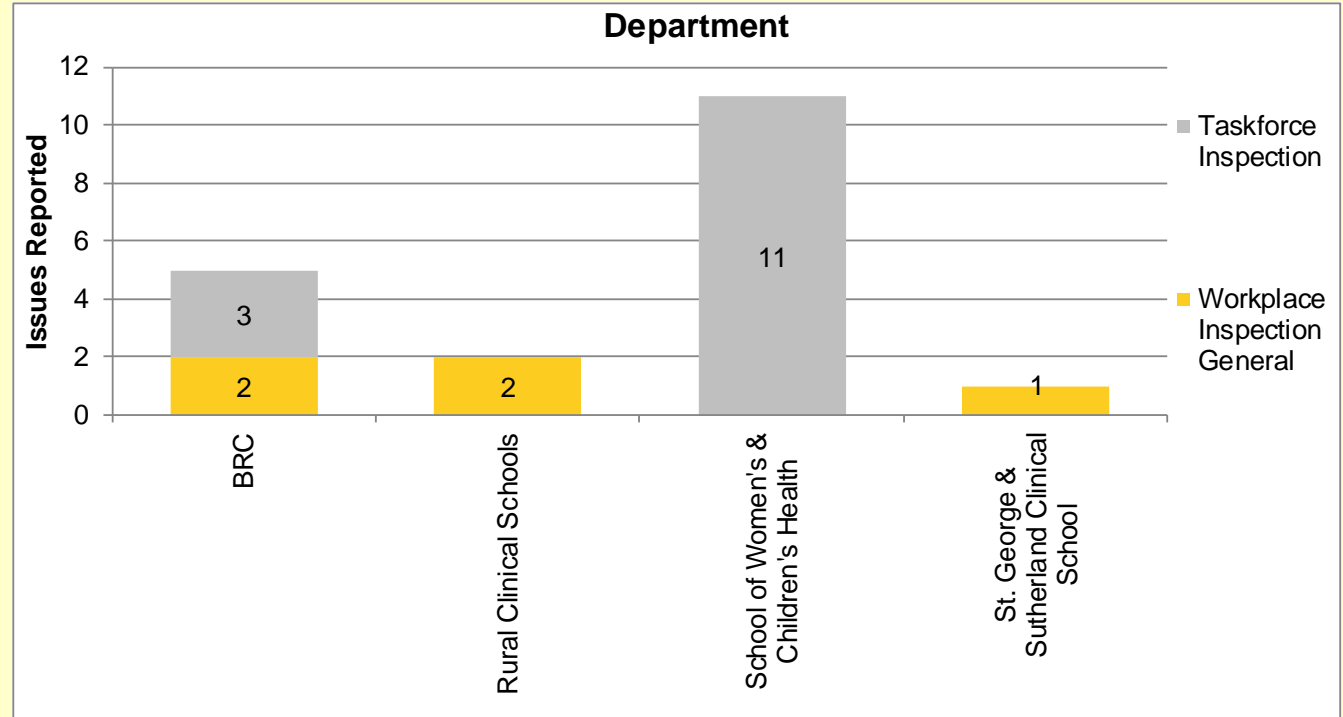


Category	Incidents	EM Incidents
Animals & Insects	1	0
Chemical exposure	2	0
Electrical	1	0
Ergonomic	1	0
Fire/Explosion	1	0
Manual Handling	1	1
Needlestick/sharps	2	0
Not Applicable	1	0
Other	3	0
Slips, trips and falls	1	2
Stress/Psychological factors	1	0
Grand Total	15	3

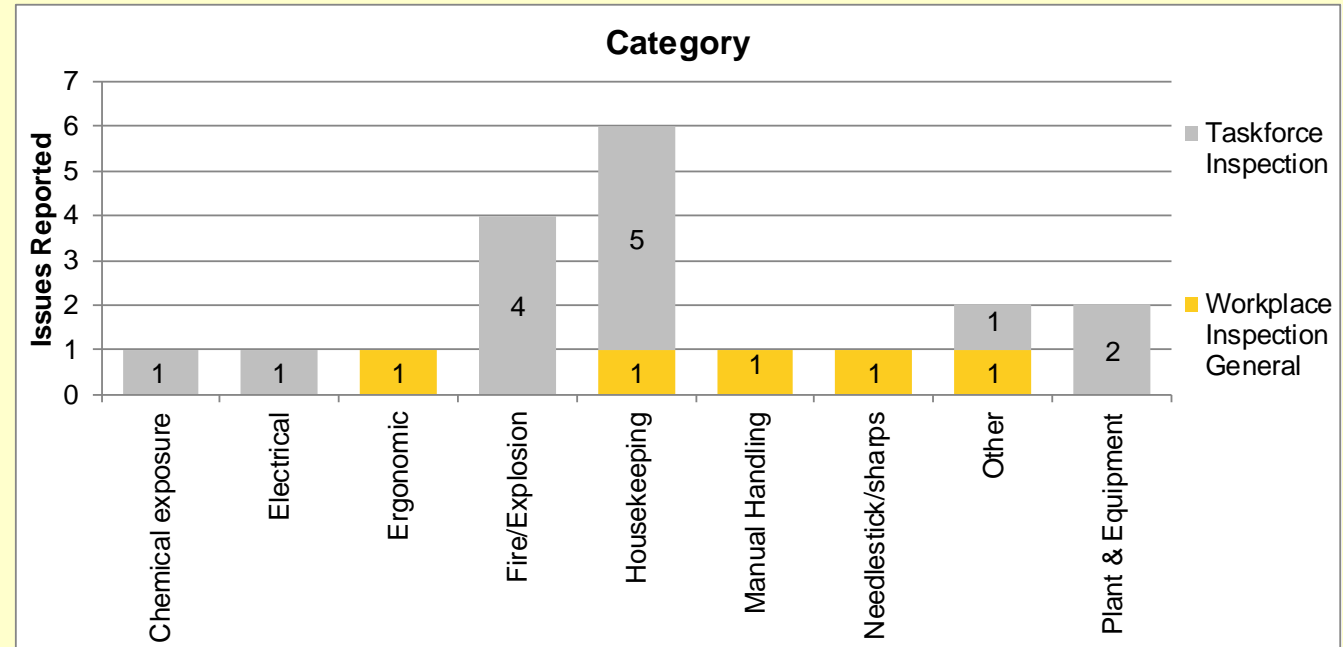


Workplace Inspections Hazards

Departments	Workplace Inspection General	Taskforce Inspection
BRC	2	3
Rural Clinical Schools	2	0
School of Women's & Children's Health	0	11
St. George & Sutherland Clinical School	1	0
Grand Total	5	14



Category	Workplace Inspection General	Taskforce Inspection
Chemical exposure	0	1
Electrical	0	1
Ergonomic	1	0
Fire/Explosion	0	4
Housekeeping	1	5
Manual Handling	1	0
Needlestick/sharps	1	0
Other	1	1
Plant & Equipment	0	2
Grand Total	5	14



UNSW: Environmental Incidents

Faculty	Faculty/Division	Open	Closed
AD	UNSW Art & Design	1	0
ASS	Faculty Arts and Social Sciences	0	0
BS	UNSW Business School	1	1
CAN	UNSW Canberra	0	0
DOP	Division of Philanthropy	0	0
DSQ	Division of Strategy & Quality	0	0
DVC A	DVC Academic	0	1
DVC E	DVC Enterprise	0	0
DVC R	DVC Research	0	0
ENG	Faculty of Engineering	1	1
ER	External Relations	0	0
FBE	Faculty of Built Environment	0	0
FINS & OPS	Division of Finance & Operations	0	1
EM	Estate Management	0	2
IT	UNSW IT	0	0
HR	Human Resources	0	0
ID	Division of Inclusion & Diversity	0	0
LAW	UNSW Law	0	0
MED	Faculty of Medicine	0	3
SCI	Faculty of Science	1	4