



Q-tips Newsletter

July 2021



Human Resources Corner

- ✓ **The Equal Employment Opportunity Commission (EEOC) has extended the deadline for filing the EEO-1 form from July 19 to Aug. 23.**
- ✓ **Can Employers Have Separate Policies on COVID vaccination Status?**
<https://www.shrm.org/resourcesandtools/tools-and-samples/exreq/pages/details.aspx?erid=1671>
- ✓ **Moving to a Hybrid Work Model – Important Links**
<https://www.shrm.org/resourcesandtools/tools-and-samples/exreq/pages/details.aspx?erid=1671>

Hot Weather Safety – Rehydrate, Rest, Repeat” Summer Safety Reminders for Outdoor Workers

Every year, dozens of people die and thousands more become ill while working or participating in outdoor activities in extreme heat or humid conditions. There are a range of heat illnesses and they can affect anyone, regardless of age or physical condition.

HEAT-RELATED ILLNESSES

WHAT TO LOOK FOR	WHAT TO DO
HEAT STROKE	
<ul style="list-style-type: none"> • High body temperature (103°F or higher) • Hot, red, dry, or damp skin • Fast, strong pulse • Headache • Dizziness • Nausea • Confusion • Losing consciousness (passing out) 	<ul style="list-style-type: none"> • Call 911 right away-heat stroke is a medical emergency • Move the person to a cooler place • Help lower the person's temperature with cool cloths or a cool bath • Do not give the person anything to drink
HEAT EXHAUSTION	
<ul style="list-style-type: none"> • Heavy sweating • Cold, pale, and clammy skin • Fast, weak pulse • Nausea or vomiting • Muscle cramps • Tiredness or weakness • Dizziness • Headache • Fainting (passing out) 	<ul style="list-style-type: none"> • Move to a cool place • Loosen your clothes • Put cool, wet cloths on your body or take a cool bath • Sip water <p>Get medical help right away if:</p> <ul style="list-style-type: none"> • You are throwing up • Your symptoms get worse • Your symptoms last longer than 1 hour
HEAT CRAMPS	
<ul style="list-style-type: none"> • Heavy sweating during intense exercise • Muscle pain or spasms 	<ul style="list-style-type: none"> • Stop physical activity and move to a cool place • Drink water or a sports drink • Wait for cramps to go away before you do any more physical activity <p>Get medical help right away if:</p> <ul style="list-style-type: none"> • Cramps last longer than 1 hour • You're on a low-sodium diet • You have heart problems
SUNBURN	
<ul style="list-style-type: none"> • Painful, red, and warm skin • Blisters on the skin 	<ul style="list-style-type: none"> • Stay out of the sun until your sunburn heals • Put cool cloths on sunburned areas or take a cool bath • Put moisturizing lotion on sunburned areas • Do not break blisters
HEAT RASH	
<ul style="list-style-type: none"> • Red clusters of small blisters that look like pimples on the skin (usually on the neck, chest, groin, or in elbow creases) 	<ul style="list-style-type: none"> • Stay in a cool, dry place • Keep the rash dry • Use powder (like baby powder) to soothe the rash



HEAT EXHAUSTION	OR	HEAT STROKE
Faint or dizzy		Throbbing headache
Excessive sweating		No sweating
Cool, pale, clammy skin		Body temperature above 103° Red, hot, dry skin
Nausea or vomiting		Nausea or vomiting
Rapid, weak pulse		Rapid, strong pulse
Muscle cramps		May lose consciousness
<ul style="list-style-type: none"> • Get to a cooler, air conditioned place • Drink water if fully conscious • Take a cool shower or use cold compresses 		<p>CALL 9-1-1</p> <ul style="list-style-type: none"> • Take immediate action to cool the person until help arrives