



taylor'd ERGO TIMES

Do your office ergo assessments include all this?

Clients who work with us appreciate the detailed protocol that we use for our assessments. But we know there are other ergonomists out there who do it faster, and cheaper. We understand that a lower price sounds appealing at decision-making time, but we truly believe that taking a bit more time with the employee and report writing greatly improves the effectiveness of our assessments. For the record, here's what we do for an office assessment, *and why*.

- **Pre-assessment survey:** We ask the employee to fill out a 2-page survey before we arrive. This gives employees time to think about how they spend their time, where they experience discomfort, when their last optometrist appointment was, and more. The survey provides a quantitative baseline score for discomfort—our goal is always to address and improve these scores.
- **Interview:** The employee has a chance to ask questions; we want to truly understand the employee's job, and concerns.
- **Observations:** We watch employees work, for long enough that they forget that we're there, and they settle into the postures that are natural to them.
- **Measurements:** We want the workstation to adjust to the exact dimensions that the employee needs, and if we can't make the adjustments right away, we provide facilities with precise instructions so that it can be done properly.
- **Adjustments:** We take the time to adjust whatever we can, to make the employee more comfortable at the end of the assessment process. This often involves creative "interim" measures such as paper-ream-monitor stands, or an alternative "found" chair or footrest.
- **Photographs:** Employees are often surprised to see the postures that they naturally work in. Before and after photos also document how the workstation was improved.
- **Recommendations to employee:** We summarise the work practice guidance that was provided during the assessment.
- **Recommendations to supervisor:** We provide specific recommendations for purchases or adjustments to the employee's supervisor, using the vendor of choice for each client.
- **Follow up survey:** We ask the employee to complete a follow up survey so that we can verify that his/her discomfort has been addressed. If it hasn't, we take appropriate next steps.

You'd think that this fairly intensive process must take a long time, but we are able to finish all of it, including the report, in about a half day. We don't charge for the follow up survey unless

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Improving work design to exceed your goals for productivity, quality, and employee health.

SAVE A TREE!

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Our team

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Ergonomist, Mississauga

Follow us on:



All of our ergonomists are members of:





we have to come on-site, which is very, very rare. The draft report is usually delivered on the same day as the assessment, with the final shortly after client review.

To authorize one assessment, please visit our “store” at www.taylordergo.com/store. For multiple assessments, contact carrie@taylordergo.com for a quote. And if you still want to offer support but don’t have the budget for this, we do offer employee ergo training with one-on-one job coaching.

Ergo conference in NFLD



Our papers were accepted, for the Association of Canadian Ergonomists’ annual conference in St. John’s, Newfoundland on August 12-15. See <https://2019conference.ace-ergocanada.org/en> for details.

Here are our presentation topics:

Techniques for Improving Ergonomics Awareness in Workers—Kristina

Office Ergo, in the Extreme—Carrie

Finding, Proving, and Implementing “Ergonomic Techniques” for Outdoor Workers—Josie

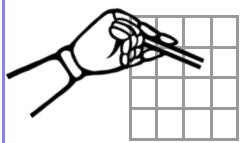
Do you need hands-on, hazard-specific ergonomics training for employees?

Before the Ministry of Labour orders you to, consider scheduling some training for your employees. Our new outdoor works training covers 16 best practices that were identified and proven useful in outdoor and public works jobs, including roads, parks, forestry, waste, mechanics, and more. Participants practice using these methods in the classroom, and are encouraged to consider which tips apply to more complex tasks that they encounter during their work day.

Consider offering a full menu of ergo workshops for employees in all departments. We offer hazard-specific sessions for:

Office workers (seated furniture)
Manual handlers (lifting)
General industrial workers
Outdoor/public works

Office employees at sit/stand stations
Drivers
JHSCs
Supervisors (should also participate in sessions for their departments)



Heat stress prevention contest

Looking for a way to improve employee awareness of heat stress at your facility? We’ve created a word search puzzle that highlights the factors that affect heat stress, symptoms, treatment, and tips for avoiding heat stress. This contest will encourage employees to avoid heat-related illness, and can be a valuable (and easy) part of your due diligence this summer!

Up to 2000 copies on yellow paper, divider sheets every 50 copies, and 5 water bottles for draw: \$550 plus shipping and HST

Electronic pdf version only: \$300 plus HST

What's in a name?

In the word search at right, find some of the fascinating job names that Taylor’d Ergo has been studying in the past few months. (A list is available, if you need it, on page 4.) Then use the leftover letters, in order, to find out more about us:

_____.

T	T	N	A	B	N	A	K	T	N	E	G	A	E	G	A	G	G	A	B
R	E	S	I	T	E	L	L	A	P	B	A	T	C	H	E	R	R	A	U
I	Y	C	I	N	F	E	E	D	Y	R	E	W	I	N	D	E	E	R	L
M	E	U	L	O	R	E	E	T	E	H	P	O	R	P	P	K	T	E	K
M	K	S	C	R	I	B	E	V	R	D	E	R	G	P	O	A	R	D	H
E	C	T	E	C	H	N	I	C	I	A	N	M	A	A	K	O	O	E	A
R	O	O	E	S	A	R	I	N	S	P	E	C	T	O	R	S	S	E	N
L	J	D	L	W	D	O	T	C	E	P	S	N	I	L	A	N	I	F	D
F	L	I	G	H	T	A	T	T	E	N	D	A	N	T	R	K	B	E	L
T	N	A	T	S	I	S	S	A	L	A	N	O	I	T	A	C	U	D	E
T	T	N	E	R	M	A	T	E	R	I	A	L	H	A	N	D	L	E	R

FREE ergo stuff

Ergo speakers for professional groups

If your *professional association* is looking for a speaker on an “ergo” topic, please contact Carrie. We would be happy to come out to speak with groups of human resources professionals, safety professionals, disability managers, production managers, or engineers! If you are within an hour radius of one of our offices, we’ll come at no charge! (We also offer many seminars and workshops for groups of *employees*—call for pricing.)

Coffee with Carrie

If you can spare a half hour to chat about your ergo program, Carrie would be happy to meet you for coffee, or even chat on the phone. We’d love to hear about how you’re currently handling MSDs, quality issues related to worker performance, and productivity bottlenecks. If you’re doing great on your own, perhaps we can learn from you. Or, maybe we can help you to improve!

Become an on-site ergo client.

Our regular ongoing clients get loads more free stuff, including:

- an ergo contest every 3 months, including prizes
- a monthly ergo bulletin to share with workers, as a slide show or on a bulletin board
- access to hundreds of one-page info sheets and puzzles on a huge variety of topics

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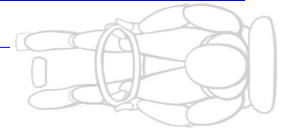
July

Su	Mo	Tue	We	Th	Fri	Sat
	1 Canada day	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



August

Su	Mo	Tu	We	Th	Fri	Sat
				1	2	3
4	5 Civic holiday	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



September

Su	Mo	Tue	We	Th	Fri	Sat
1	2 Labour day	3	4 PDA/CDA	5 PDA/CDA	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24 Office ergo	25	26	27	28
29	30					



October

Su	Mo	Tue	We	Th	Fri	Sat
		1	2	3	4	5
6	7	8	9 Lifting tips TTT	10	11	12
13	14 Thanks-giving	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29 Ergo Design	30	31		



November

Su	Mo	Tue	We	Th	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12 101 solutions	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	



December

Su	Mo	Tue	We	Th	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23 30	24	25 Christmas	26 Boxing	27	28	29





Register for fall now!

For more details, or to register online, please visit our website www.taylorordergo.com/workshop/

☒ Please register me for:



☐ **Physical and Cognitive Demands Analysis** Wed/Thurs, September 4-5, 2019

This two-day session will allow participants, including ergo co-op students, nurses, safety coordinators, and return-to-work coordinators, to collect data and write an objective, concise physical and cognitive demands analysis report for the WSIB, employee's doctor, physiotherapist, or for internal company use. Participants learn how to measure forces, quantify "repetitive" work, and obtain useful workstation and task photos. They also learn how to identify and quantify cognitive, behavioural, sensory, and communication demands. Course includes a hard copy report template; a fillable form is available for an extra fee.

\$795+hst HST#89765 6377



☐ **Office Ergo** Tuesday, September 24, 2019

This one-day session will allow you to identify MSD hazards at office work stations, and develop cost-effective recommendations to address them. Includes suggestions for using and carrying laptops, introducing sit/stand stations, and more.

\$385+hst HST#89765 6377



☐ **Lifting train-the-trainer** Wednesday, October 9, 2019

In this one-day session, participants get hands-on practice, learning how and why to lift using 15 proper lifting techniques. They will also learn to effectively coach others to use these tips. Participants get coaching plans with sample "takeaways" to reinforce each of the 15 techniques.

\$380+hst HST#89765 6377



☐ **Ergo Design** Tuesday, October 29, 2019

Participants, including engineers, safety coordinators, and ergo team members, will learn to incorporate effective ergonomic design into new workstations, jobs, and layouts, using our detailed ergo design guidelines. Guidelines include height, reach, clearance, tool selection, work flow, and much more! This course has been recently overhauled to include more guidelines, and better graphics.

\$475+hst, or run on-site at your facility, for \$2150 plus expenses, materials, and HST.

Register and pay online at www.taylorordergo.com. Or scan and email this page to info@taylorordergo.com, with your purchase order number. Your registration will be **confirmed by email, 1-2 weeks before the course**. Register early, as space is limited. Cancellations within one week of the workshop will be subject to a \$100 charge, although substitutions are welcome at any time.

Name(s): _____ Company: _____

Phone: _____ Fax: _____

e-mail: _____ P.O.# _____ (if no PO, please pay with registration)

FOR THE WORD SEARCH, in the past few months, our project lists have included these job titles:
BAGGAGE AGENT, BATCHER, BULK HANDLER, CAPPER, CUSTODIAN, DRIVER, EDUCATIONAL ASSISTANT, FEEDER,
FINAL INSPECT, FLIGHT ATTENDANT, INFEEED, INSPECTOR, JOCKEY, KANBAN, MATERIAL HANDLER, PALLETISER,
PROPHETEER, REWIND, SCRIBE, SOAKER, SORTER, TECHNICIAN, TRIMMER

If this mailing label is incorrect, please correct it and text a photo to 905 979 0356. Or e-mail it to info@taylorordergo.com.
Moving to a new job? Let us know where you're going, and please let your replacement know how to update our list.



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