

ROLE OF THE CONSULTANT

Consultants will:

- Help employers recognize hazards in the workplace;
- Assist employers in developing or maintaining effective safety and health management programs;
- Suggest general approaches or options for solving a safety or health problem;
- Identify resources available if an employer needs further assistance;
- Provide employers with a written report summarizing findings; and
- Provide safety and health training.

Consultants will not:

- Issue citations or propose penalties for violations of ADOSH standards.

If you are an employer who is interested in a *free consultation* please visit

www.azdosh.gov

The Arizona Division of Occupational Safety and Health

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ADOSH CONSULTATION SERVICES



Protection of life, health, safety and
welfare of Arizona's most valuable assets.





FREE ON-SITE SAFETY AND HEALTH SERVICES FOR SMALL BUSINESS

Serving the Small Business Community -

The Arizona Division of Occupational Safety and Health (ADOSH) provides free and confidential safety and health training to any size business committed to improving workplace safety and health.

WHAT IS A CONSULTATION VISIT AND HOW DOES IT WORK?

A consultation visit is a voluntary activity conducted at the request of an employer. The employer's only obligation is to correct any serious, unsafe or unhealthful working conditions discovered by the consultant within a reasonable time frame.

- **Request for Services.** The consultant discusses the employer's specific needs and sets a date for a visit that is convenient to both the employer and consultant.
- **Initial Meeting.** The consultant arrives at the worksite for the scheduled visit and conducts an opening conference with the employer and employee representative to explain the consultant's role and the obligations of the employer.
- **Walk-through.** Together, the employer, employee representative, and the consultant examine conditions in the workplace and the consultant evaluates potential hazards, physical work practices and the employer's safety and health management program.
- **Closing Conference and Follow-up.** The consultant reviews detailed findings with the employer and employee representative in a closing conference. The employer will learn not only what improvements are needed but also what is being done right, as well. Following the closing conference, the consultant sends the employer a detailed written report explaining the findings and confirming any abatement schedules.
- **Correcting Hazards.** When a situation is determined as a serious hazard, the consultant will assist the employer to develop a specific plan to correct the hazard within a reasonable time frame. In rare instances, where the consultant finds an imminent danger situation during the walk-through, the employer must take immediate action to protect workers.

ON-SITE CONSULTATION PROGRAM

- Workers' comp costs cutting into profits?
- Do you worry that a serious workplace injury could disrupt or even shut down your business?
- Can't afford to hire a safety consultant?

If so, ADOSH's **FREE** and **CONFIDENTIAL** consultation program may be perfect for you!



BENEFITS

Our consultants are experts in identifying workplace hazards and making recommendations to eliminate these hazards with the goal of improving workplace safety and health.

Businesses have benefited from ADOSH's On-site Consultation Program by:

- Reducing worker injury and illness rates;
- Decreasing workers' compensation costs;
- Improving worker morale;
- Increasing productivity;
- Recognizing and removing hazards from your workplace; and
- Improving safety