

Haveg Industries, Incorporated
900 Greenbank Road
Wilmington 8, Delaware

Attention Manager of Employee Relations

FOR

Mr. Harold B. Haney, Vice-President
Haveg Industries, Incorporated
900 Greenbank Road
Wilmington 8, Delaware

(Marshallton) Wilmington, Delaware

CONCERNING

SERVICE BY

M. Chamerys, R.N., occupational health
consultant, on January 25, 1966

PERSONS CONTACTED

W. U. Reybold, plant engineer
Elizabeth Elliott, R.N.

REPORT SUMMARY

Employee health services and record keeping were reviewed. Established health practices are well maintained. Interest is shown in health services improvement and growth.

Well Maintained

1. Physical Examination Program

a. Preplacement examinations on all new hires. Physical examinations on all layoffs or rehires who have been off the job three or more months.

b. Periodic physicals on those employees working in asbestos-dust producing operations.

2. Health Promotion Through Prevention

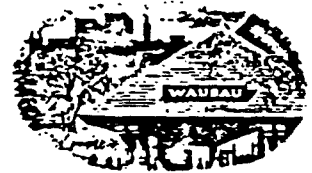
a. Flu immunizations - 162 in November, 1965.

b. Chest X rays - 274 in November, 1965.

3. Dermatitis Controls

a. Soap and water cleansing.

This confirmation of service concerns only such conditions and practices as were observed and considered at the time of this call. It is not intended to indicate that all other hazards are adequately controlled.



HOME OFFICE: WAUSAU, WISCONSIN
Employers Mutuals of Wausau
SAFETY AND HEALTH SERVICE REPORT

February 9, 1966



Haney #9
If you have any comments or questions concerning this report, write to C. H. Elsby, Vice-President, Safety & Health Services.

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February 9, 1966

- b. Protective creams and gloves.
- c. Vaseline to counteract drying of skin.
- d. Transfer of employee to another job if dermatitis occurs.

4. Individual Employee Health and Accident Records

- a. All information in individual employee folders in locked file cabinet.

"To be Updated"

1. Medical Directives

- a. It was agreed that they will be presented to plant physician for current review and signature.

"Suggestions were Requested for Decreasing Record Keeping Time"

"It was concluded that the following would be considered:

- 1. Elimination of repetitive writing of information regarding illness or injury.
 - a. Enter all details of illness or injury on employee's personal health card only.
 - b. On daily record enter only that information necessary for the monthly tally.
 - c. On 'pass' which employee returns to foreman, delete details of 'treatment' but give information which foreman needs for directing employee. (Example: no lifting, no climbing, or no restrictions, etc.)
- 2. Elimination of separate book for recording medical bill data when authorizing payment of bill. Date and amount of bill may be entered in daily log (day log of referral to M.D.)
- 3. Re-evaluation of need for nurse to do some of the nonmedical 'book work' now being done.

"Literature Left (Mrs. Elliott, R.N.)"

- 1. 'Medical Records' Safety Newsletter, National Safety Council, Occupational Health Nursing Committee, February, 1965 issue.
- 2. 'Occupational Health Nursing,' National Safety Congress Transactions, 1964.

"Literature to be Sent (Mr. Haybold)"

- 1. Employers Mutuals 'Safety and Health Services for - - - - .'

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"Literature to be Sent (Mrs. Elliott, R.H.)

1. Now Hear This.
2. Guide for Industrial Audiometric Technicians.
3. Industrial Noise and Hearing Protection.
4. Guide for Conservation of Hearing in Noise."

EO 70

cc: Manager of Employee Relations (3)
Mr. W. U. Keybold
Mrs. Elizabeth Elliott

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