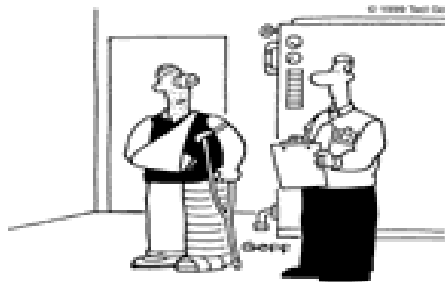


## November 2010 SCS Safety Newsletter

### Topics in this issue:

- **Injury Information**
- **Mercury Spill Clean Up and Disposal Procedures**



**"Please wake me up if I ever fall asleep in a safety meeting again."**

[www.safety.co.uk/menu\\_random\\_images/2767.gif](http://www.safety.co.uk/menu_random_images/2767.gif)

### **Injury Information:**

As soon as possible after an on-the-job injury occurs, an employee must report the incident to his or her supervisor. The employee and supervisor must complete the University of Illinois First Report of Injury or Illness reporting form. After completing the form, employees should make a copy for their records and should mail the original copy of the form to: SCS Safety Coordinator, Box 21-1 Noyes Lab, MC-712. Copies will be made for School records and the original form will be mailed to the University Office of Claims Management.

The form can be found here:

<http://www.obfs.uillinois.edu/common/pages/DisplayFile.aspx?itemId=917400>

If an individual is injured the guidelines below should be followed:

**NOTE: If you are injured and need immediate medical assistance, proceed to number 4.**

**1. Help the injured person.**

Assist with first aid if you feel comfortable doing so (providing first aid is NOT a condition of employment)

**2. Alert other people.**

Notify, or have others notify, fellow coworkers, the PI, safety officer, etc.

**3. Ensure the area is safe.**

Secure and/or evaluate the area as appropriate

#### **4. Determine level of accident or injury.**

**Minor** – offer medical care at local hospital

Employees (including graduate students) should visit either Carle Occupational Medicine (217-383-3077) or Christie Occupational Medicine (217-366-1310). After hours, employees should visit either Carle (217-383-3313) or Provena's (217-337-2131) emergency room. Non-employees (i.e. undergraduate students) should seek medical attention at McKinley Health center (217-333-2701).

**Major** – requires professional medical attention (see number 5 below)

#### **5. If Major call 9-911 from campus phones or 911 from all other phones.**

Have someone meet emergency response personnel and provide chemical information if applicable

**Professional help is always the best means of combating serious emergencies. Employees and/or students should not transport individuals with a life threatening condition to the hospital. Be conservative in evaluating an emergency situation. When in doubt, call 9-911 or 911.**

#### **Mercury Spill Clean Up and Disposal Procedures:**

Mercury spill clean up methods are determined by the quantity of mercury spilled. Small spills can be managed by using a mercury sponge or by aspirating mercury droplets into a suction flask. If aspirating the mercury, the mercury can be transferred to another container for disposal. For large quantity spills or where the spill has contaminated a large area, quarantine the area to prevent further contamination (shoes, equipment, etc.). Contact SCS Safety Personnel to coordinate the mercury clean up with Facilities and Services mercury cleanup crews. If the spill occurs after hours (evenings or weekends), Public Safety (333-1216), should also be notified of the spill. The Division of Research Safety does not provide mercury clean up services.

DO NOT use sulfur to coat the mercury or use nitric acid to dissolve the mercury, since either method will greatly complicate disposal. Contaminated materials used to clean up the mercury spill should be collected and sealed in a bag. To dispose of the clean up materials or a container of mercury, follow the instructions for chemical waste disposal described in the UIUC Chemical Waste Management Guide at:

<http://www.dr.s.illinois.edu/css/guidesplans/wasteguide/chapter7.aspx?tbID=gp#mercury>