

Ergonomics

FOR STATE AGENCY AND PUBLIC UNIVERSITY OFFICE ERGONOMIC ASSESSORS



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saif.com

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Your ergonomic “maiden voyage”

By [Patti Fitzmaurice](#), return-to-work consultant

You attended the Basic Ergonomic Assessor class, earned your certificate, and are off to your first ergonomic evaluation as a newly certified assessor. The initial evaluation can be a bit intimidating, yet there are ways to make both you and the employee being assessed feel comfortable during the process.

First, partner up. If you can find a co-worker who has some experience with the ergo evaluation process, bring him or her along. As a first-time assessor, you will be more comfortable if you are accompanied by someone who can answer your questions and assist in the evaluation, as well as provide information learned from performing previous assessments.

Next, get comfortable. Introduce yourself and begin asking questions about the employee’s daily work. That gives him or her the chance to provide information and gets a dialog going. Reinforce your role as

an observer and tell the employee that you will be the one to make recommendations. Once those recommendations have been made, confirm that you will follow up to ensure they are addressed.

Finally, be sure to follow up. At the conclusion of the evaluation, there may be questions you were not able to answer at that moment. Following up within one to three weeks of the evaluation allows you to see how the employee is doing, respond to any additional questions, and provide more resources. Remember, as a new assessor, you will continue to learn, so this stage can be crucial for building your new skills. Remember, it won’t be long until you have some assessments under your belt and can offer to assist new assessors on their first assessment.

Assessors may send evaluations and general comments or questions to ergocert@saif.com.

Upcoming Economics Assessor Trainings

Basic Ergo Assessor
September 23 | Salem
November 18 | Salem

Ergonomics Beyond the Office
October 13 | Salem

For locations and to register online, visit saif.com

Online Resources

[State of Oregon Office Ergonomic Consensus Guidelines](#)

[Oregon OSHA Ergonomics Publications](#)

[OSHA.gov Computer Workstations eTool](#)

[SAIF Corporation Safety Topics](#)

Ergo Assessor worksheet links

You can find the [PDF](#) version and the [Excel](#) version of the worksheet online.



Recent Ergo Assessor Graduates

Congratulations to the following employees who completed their required assessments for Office Ergonomic Assessor certification.

Leslie Carver | DHS

Amber Letney | DHS

Max Seiler | DHS

Jennifer Uhlman | DHS

Jamie Arnett | DHA-OHA

Judy Salinas | DHA-OHA

Laura Yoder | DHA-OHA

Lori Hartman | DOJ

Eric Smith | DOR

K. Maren Wyatt | GICW

Nicole Pries | NWHS

Kimbrie Wagner | ODOT

Tobin Tunison | OSH

Jane Barker | OSH

Angela Sanford | OSH