Safety Principles - Electrical Equipment

Staff often work with a variety of electrical equipment which may expose them to electrical shocks. Tasks can be performed safely when safety principles are applied throughout the day. Some tasks may carry greater risks for injury if specific procedures or instructions are not followed. Safe work procedures separate from these principles have been developed for these tasks.

General electrical safety principles for (facility name) would include:

- Keep your fingers or other materials off the prongs of a plug while inserting it in an outlet
- Power tool / appliance plugs must match the outlet. Never modify a plug in any way
- Before using any tool, electric, gas or non-motorized, check to ensure it is in proper working order. Ensure there are no cracks, splits, damaged guards, damaged cords or any other damage/excessive wear and tear that could lead to an injury if it was used
- Never use the cord for carrying, pulling or unplugging a power tool, appliance or other equipment. Pulling on the cord could damage the cord and increased the risk of shocks
- Do not use damaged cords or receptacles or cords that feel warm
- Do not plug, use or unplug electrical equipment with wet hands or while touching a wet or damp surface or standing on a wet surface
- Do not expose power tools to rain or other wet conditions. Water entering a power tool can increase the risks for shocks
- Never perform maintenance or repairs, remove a stuck item, or insert anything other than what is specified for the appliance when it is plugged in
- Avoid touching the outside of a metal outlet box with one hand while plugging in an appliance with the other hand. If there is a short, this could make an electrical “circuit” allowing current through you, exposing you to possible shock or electrocution
- When moving, raising or lowering beds, ensure that they do not come into contact with the receptacle or cords plugged into it as they may become damaged
- Learn how to shut off the current (such as flip breakers or lever switches) in case of emergency
- Never touch an electrocuted victim until the power has been turned off
- Report any additional safety concerns to your Supervisor