

ELECTRICAL SAFETY

- Do not use electrical appliances in close proximity to water unless designed for such use. Watch for pools of water on the floor.
- Do not use equipment with damaged or worn cords, plugs, or switches or with cracked casing. If you find equipment with these conditions, tell a supervisor immediately and remove the item from use. Mark or tag the item with "DO NOT USE - DAMAGED CORD" or similar wording as appropriate.
- Use grounded (three-pronged) extension cords only. Do not use two-pronged extension cords. Make certain the extension cord is appropriate for your equipment – all extension cords are not equal.
- Do not use extension cords in permanent situations; they are intended for temporary short-term use only. Extension cords should not be used for stationary equipment such as refrigerators, washers, dryers, autoclaves, automatic developers, monitors etc.
- Surge protectors are considered to be extension cords and should not be used to add needed outlets. They can, however, be used with computer equipment.
- Use electrical equipment in accordance with the manufacture's guidelines. Read and follow instructions which are supplied with the equipment.
- Make sure that the circuit breaker/ electrical panel for your practice is accessible, unobstructed and clearly labeled. Make sure that employees know where this panel is located and how to use it.
- Report any known or suspected electrical problem immediately to your supervisor.
- If an extension cord is used, it should be placed so that it is not walked on or compressed by objects such as rolling carts, furniture, etc.

ELECTRICAL SAFETY QUESTIONS

Are all employees required to report as soon as practicable any obvious hazard to life or property observed in connection with electrical equipment or lines?

Do employees know how to check for a grounding conductor on all electrical and extension cords?

Do employees know and observe rules regarding the maximum number of cords that can be plugged into multiple plug adapters?

Do employees know how to recognize, test and reset Ground Fault Circuit Interrupters?

What should an employee do if he or she finds a damaged, split, frayed or broken electrical cord?

What is the best way to wrap and store electrical cords to prevent damage?

Do all employees know where circuit breakers are located and how to shut down electrical power in an emergency?

Are all employees familiar with circuit breaker labels and which areas of the practice and equipment they serve?

Are all disconnecting switches and circuit breakers easily accessible, unobstructed, and known to employees?

Do employees know who to report electrical issues or questions to?

ADDITIONAL TRAINING RESOURCES

For more information on electrical safety, read the [Cal/OSHA Guide to Electrical Safety](#).

Use the [OSHA Electrical Safety Quiz](#) to help measure employee competency and to prove training attendance.