

Right to Know and Physical Demands

Job Site	Richfield Office
Job Placement Task (Job Title)	
Company Address	6636 Cedar Ave S, Suite 250 Richfield MN 55423
Job Site Representative	

Representative signature: Mare Rutz **Date:** 10.17.2022

Instructions: Complete form and train contracted worker annually or when revised. Employer or Job Coach must sign above. The contracted worker and Lifeworks staff member must sign at the bottom of the form. If the contracted worker is not their own Guardian, the Direct Support Contact must check either verbal or written permission based on Guardian approval before contracted work begins work.

Percentage of Time (Must equal 100%)	
Standing: %	Lifting: 5 %
Walking: 25 %	Carrying: 5 %
Sitting: 65 %	Pushing: %
Pulling: %	
Other: %	

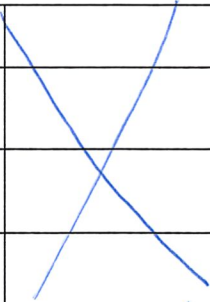
Ratings-Select one for each category		
Physical Demands	☒ Light Work	☐ Heavy Work
	☐ Medium Work	☐ Very Heavy Work
Skills	☐ Unskilled	☐ Skilled
	☒ Semi-skilled	
Automation	☐ Automated	☒ Manual
	☐ Machine Assisted	

PHYSICAL DEMANDS	YES	NO	COMMENTS
Climbing	☐	☒	
Balancing	☒	☐	
Stooping	☐	☒	
Kneeling	☒	☐	
Crouching	☐	☒	
Crawling	☐	☒	
Reaching	☒	☐	
Handling	☒	☐	
Feeling	☐	☒	
Talking			
Ordinary	☒	☐	
Other	☐	☐	
Hearing/Seeing			
Ordinary Conversation	☒	☐	
Other Sounds	☐	☒	
Acuity, near	☒	☐	
Acuity, far	☒	☐	
Depth Perception	☒	☐	
Accommodation	☐	☒	
Color vision	☐	☒	
Field of vision	☒	☐	
Technology			
Typing	☒	☐	
Other	☐	☐	

ENVIRONMENTAL CONDITIONS	YES	NO	COMMENTS
Physical Agents:			
Noise	☐	☒	
Vibration	☐	☒	
Fumes	☐	☒	
Dust	☐	☒	
Poor Ventilation	☐	☒	
Indoors	☒	☐	
Outdoors	☐	☒	
Indoors and outdoors	☐	☒	
Cold	☐	☒	
Cold plus change	☐	☒	
Heat	☐	☒	
Heat plus change	☐	☒	
Wet	☐	☒	
Humid	☐	☒	
Radiation	☐	☒	
Smell	☐	☒	
Infectious Agents	☐	☒	
Chemical Agents:	☐	☒	
Acids/bases	☐	☒	
Solvents/fuels	☐	☒	
Metals	☐	☒	
Toxic materials	☐	☒	
Fibrogenic dusts	☐	☒	

Additional Information:

Equipment: (Moving parts, compactor, box cutter, etc.)	Coffee pot with hot water
Other Safety Concerns: (Surfaces, Security, Material Data Safety Sheets (MSDS), PPE, Traffic, etc.)	Toner, dish soap
Document Additional Required Trainings:	

Employee Name	
Lifeworks Staff	
Employee Signature	
Guardian Signature	
☐ Verbal Permission ☐ Written Permission *Signature is not required if Verbal or Written Permission was given	

Date	
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Date of Permission	
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Physical Demand Definitions

Physical Demands are those physical activities required of a worker in a job. The physical demands listed below serve as a means of expressing both the physical requirements of the job and the physical capacities (specific physical traits) a worker must have to meet the requirements. For example, "seeing" is the name of a physical demand required by many jobs (perceived by the sense of vision), and the name of a specific capacity possessed by many people (having the power of sight). The worker must possess physical capacities or have access to mechanical or adaptive devices sufficient to meet/accomplish the physical demands made by the job.

Percentage of time: Lifting, carrying, pushing, and/or pulling (strength)- These are the primary "strength" physical requirements, and, generally speaking, a person who engages in one of these activities can engage in all. Specify the percentage that the employee spends doing each task listed. Should equal 100%.

1. **Lifting:** Raising or lowering an object from one level to another (including upward pulling).
2. **Carrying:** Transporting an object, usually holding it in the hands or arms or on the shoulder.
3. **Pushing:** Exerting force upon an object so that the object moves away from the force (includes slapping, striking, kicking, and treadle actions).
4. **Pulling:** Exerting force upon an object so that the object moves toward the force (include jerking).

Physical Demand Ratings:

1. **Light Work-** Lifting 20lbs maximum with minimum lifting and/or carrying objects weighting up to 10 lbs.
2. **Medium Work-** Lifting 50 lbs. maximum with frequent lifting and/or carrying of objects weighting up to 25lbs.
3. **Heavy Work-** Lifting 100 lbs. maximum with frequent lifting and/or carrying of objects weighing up to 50 lbs.
4. **Very Heavy Work-** Lifting objects in excess of 100lbs. with lifting and/or carrying of objects weighing 50 lbs. or more.

Skills:

1. **Unskilled:** Training for an unskilled position ranges from a short demonstration to three months of training.
2. **Semi-Skilled:** A job where training goes from three months to two years.
3. **Skilled:** Training for a skilled job is anything over two years.

Automation:

1. **Manual:** Work completed by person with or without a tool
2. **Machine assisted:** Work completed by machine or tool and person
3. **Automated:** You are monitoring the functions of a machine.

Physical Demands

Climbing and/or balancing

1. **Climbing:** Ascending or descending ladders, stairs, scaffolding, ramps, poles, ropes, and the like, using the feet and legs and/or hands and arms.
2. **Balancing:** Maintain body equilibrium to prevent falling when walking, standing, crouching, or running on narrow, slippery, or erratically moving surfaces; or maintaining body equilibrium when performing work tasks.

Stooping, kneeling, crouching, and/or crawling

1. **Stooping:** Bending the body downward and forward by bending at the hips
2. **Kneeling:** Bending the legs at the knees to come to rest on the knee or knees
3. **Crouching:** Bending the body deeply downward and forward by bending the legs and hips
4. **Crawling:** Moving about on the hands and knees or hands and feed.

Reaching, handling, and/or feeling

1. **Reaching:** Extending the hands and arms in any direction.
2. **Handling:** Seizing, holding, grasping, turning, or otherwise working with the hand or hands
3. **Feeling:** Perceiving such attributes of objects and materials as size, shape, temperature, or texture, by means of receptors in the skin, particularly those of the fingertips.

Talking and/or hearing

1. **Talking:** Expressing or exchanging ideas by means of the spoken word.
2. **Hearing:** Perceiving the nature of sounds by the ear.

Seeing- Obtaining impressions through the eyes of the shape, size, distance, motion, color, or other characteristics of objects. The functions are defined as follows:

1. **Acuity, near:** Clarity of vision at 20 inches or more.
2. **Acuity, far:** clarity of vision at 20 feet or more.
3. **Depth perception:** Three-dimensional vision. The ability to judge distance and space relationships so as to see objects where and as they actually are.

4. **Accommodation:** Adjustment of the lens of the eye to bring an object into sharp focus. This item is especially important when doing near-point work at varying distances from the eye.
5. **Color vision:** The ability to identify and distinguish colors.
6. **Field of vision:** The area that can be seen up and down or to the right or left while the eyes are fixed on a given point.

Technology

1. **Typing:** The action or skill of writing something by means of a typewriter or computer.

Environmental Conditions- Hazards

Physical Agents

1. **Noise:** a sound, especially one that is loud or unpleasant or that causes disturbance during the shift.
2. **Vibration:** a vibration movement that shakes the general area
3. **Fumes:** gas, smoke, or vapor that smells strongly or is dangerous to inhale.
4. **Dust:** fine, dry powder consisting of tiny particles of earth or waste matter lying on the ground or on surfaces or carried in the air.
5. **Poor Ventilation:** the lack of fresh, filtered air in an area
6. **Indoors:** the job is mostly completed inside
7. **Outdoors:** the job is mostly completed outside
8. **Indoors and Outdoors:** the job has a mix of being inside and outside
9. **Cold:** an environment that has a chance of being below 60 degrees for a period of time
10. **Cold Plus Change:** an environment that has a rapid change of cold temperatures
11. **Hot:** an environment that has a chance of being above 80 degrees for a period of time
12. **Hot Plus Change:** an environment that has a rapid change of hot temperatures
13. **Wet:** an environment that has a chance of being rained on or damp
14. **Humid:** relatively high level of water vapor in the atmosphere, sticky.
15. **Radiation:** an environment that has a chance of radiation being present
16. **Smell:** consistent odor or scent
17. **Chemical Agents:** Chemical agents are all around us and new chemicals are introduced every day, all chemical agents have the potential to cause serious injury or illness when safe operating procedures are not followed.
18. **Acids and Bases:** Acids and bases are caustic and corrosive, resulting in burns to the skin on contact. Examples of acids and bases are hydrochloric acid found in solutions for cleaning concrete and tile surfaces and for removing obstructions in drains. Hydrochloric acid, sulfuric acid and nitric acid are present in plating operations. Caustic or basic materials, such as lye or sodium hydroxide, are present in industrial paint stripping operations and other cleaning operations. In addition, lime as a component in concrete is a basic material.
19. **Solvents and Fuels:** Solvents and fuels are very common industrial materials. Many petroleum-derived solvents are used in cleaning operations such as paint thinners and other coatings and cleaners. These materials are similar to kerosene and gasoline and they are primarily in their volatility. There are many similar products with chlorine added, which are used in degreasing and other cleaning operations.
20. **Metals:** Grinding, sanding, welding, and soldering operations involve the use of one or more metals. These metals may be converted into fine particles that may be ingested or inhaled into the body. Lead, cadmium, zinc, beryllium, and several others and potentially injurious. Mercury is a unique metal that produced a vapor when exposed to air.
21. **Toxic Materials:** Almost any substances, depending on dosage and type of exposure, can be harmful. The degree of hazards depends on the concentration in the body, the type of agent and the resistance of the exposed person. In other words, all substances should be treated as potentially toxic and examined on an individual basis.
22. **Fibrogenic Dusts:** There are a number of mineral and organic dusts which have a potential to produce injury to the lung. These include silica from various sand-based materials, asbestos, cotton dust, coal dust, grain dust and others.