

Fire Safety

Fire destroys thousands of homes and workplaces each year. Give yourself the fire-safety edge with these precautions.

At home:

- Install smoke detectors and replace batteries regularly.
- Map out an escape route, and make sure the entire family knows the drill.
- Promptly clean up grease and spills on the stovetop or in the oven.
- Don't smoke in bed or while lying on the couch, and don't leave lit candles unattended.
- Don't overload outlets with extension cords.
- Unplug appliances when not in use.

On the job:

- Get familiar with fire exits and workplace evacuation plans.
- Use a proper surge protector for your computer and make sure machinery outlets are grounded.
- Store chemicals in proper containers and away from heat; wipe up spills.
- Observe "no-smoking" areas.



Watch For On-The-Job Hazards

Work-related injuries can happen at any kind of job, whether in an office, in a manufacturing plant or behind the wheel. Take the following precautions to reduce the risk of the most common on-the-job accidents.

Lift correctly: Use your legs, not your back, to lift heavy objects. Bend at the knees, and hold the object close to your body. Don't reach overhead for something heavy — use a stepstool.

Watch the eyes: Wear proper eye protection when working with power tools or chemicals. In an office, protect your eyes by taking frequent breaks from the computer monitor and reducing glare with diffused lighting or a glare screen.

Clean up: Keep high-traffic areas clear of boxes, tools and other debris. Wipe up spills promptly.

Protect hands and wrists: Take frequent breaks from typing, driving, cutting hair or doing any other repetitive motion and stretch out your hands, arms and wrists.

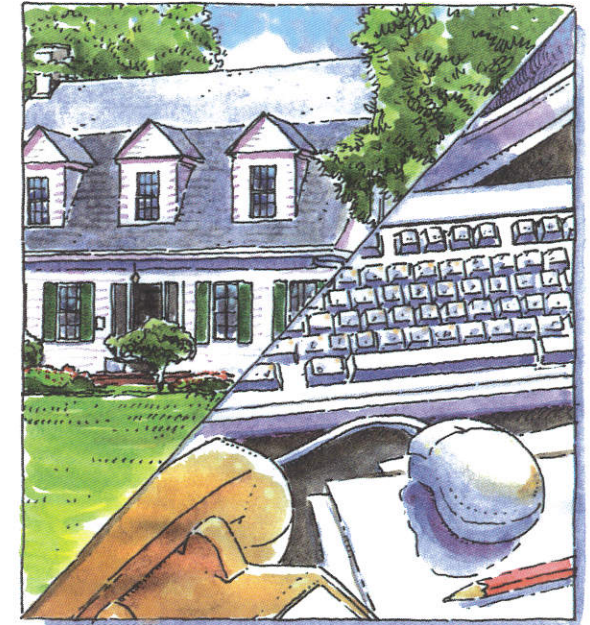
An Accident-Proof Lifestyle

Here's one safety step you may not have thought of: **Take care of yourself.** Regular exercise makes you less injury-prone. Cutting down on alcohol helps you stay alert. And don't forget sleep — when you're well-rested, you can better avoid everyday hazards, both at home and at work. **Remember:** Staying healthy is one of the best ways to stay safe.

Medical Editor: Zorba Paster, MD

Don't Take Chances

*Practicing Safety First —
On the Job and at Home*



Don't Let **Accidents** Happen to You

What can you do to prevent injury? The No. 1 rule: **Think safety first.**

Pair these safety steps with a little common sense and care, and you're on your way to a longer, healthier life.

Boost Safety by Managing Stress

You may be surprised to learn that many on-the-job injuries are rooted in the mind rather than the body. Stress causes your muscles to tighten, making you more prone to injuries like back strain and carpal tunnel syndrome. It can make you lose concentration and have an accident, especially if you're too stressed-out to sleep at night. **The bottom line:** Managing stress is one of the best safety precautions you can take.



Take Stress Out of Your Day

- **Leave breathing room.** Keep some air in your schedule for emergencies. Leave an unscheduled half-hour at the end of your day or shift to organize the next day's to-do list, clean up your workspace and get organized.
- **Don't** take on more work than you can handle. Talk with your supervisor if you get in over your head.
- **Avoid distractions.** File away that pile of trade journals you've been meaning to read so they don't interfere with your concentration. Check your e-mail only during set times, rather than every time a message shows up in your in-box. Shut off your phone's ringer for a half-hour or close your door so you can finish a project.

STRESS BUSTERS:
Deep breathing
... a brisk walk
... visualizing
a calm place
... listening
to music or a
book on tape
during your
commute ...
a long stretch.

Don't Trip! Preventing Falls

More than a million people slip, trip or fall each year — and back injuries caused by falls are a major cause of lost time at work. Take the time to watch for and correct safety hazards, both on the job and at home, and you can lower your chance of injury.

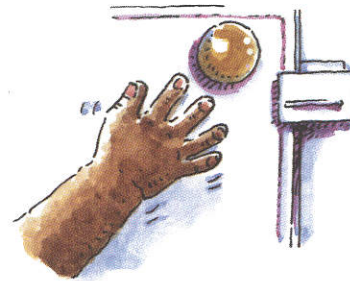
Avoid Falls with These Tips

- **WEAR** the right footwear: Snug-fitting, low-heeled shoes with non-skid soles are best.
- **KNOW** your medication: Read label for side effects, and be extra careful if it lists dizziness, drowsiness or loss of coordination.
- **HAVE** your vision checked regularly and wear your glasses or contact lenses.
- **CLEAR** walkways and stairs of debris, electrical cords and loose carpeting.
- **BEGIN** a regular exercise program. Staying in shape improves your balance and coordination and makes your bones and muscles stronger, lessening your chance of injury.
- **USE** a proper stepstool — don't stand on your office wastebasket or a box to reach high objects.



Childproof Your Home

It's every parent's greatest fear: You turn your back for a second, and your child gets hurt. So take some worry out of your life. Take time now, **before** an accident occurs, to childproof your home.

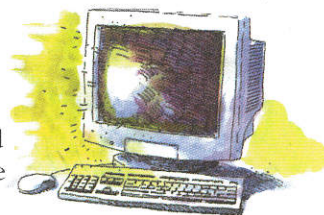


- Put safety latches on cabinets and drawers where household cleaners, medications, cosmetics and sharp objects are kept.
- Set the hot water heater thermostat to below 120 degrees.
- Install a locking device on the toilet lid and never leave a child unattended in the tub (a child can drown in just a few inches of water).
- Get a crib mattress that fits the crib snugly, and keep the crib free of large stuffed animals and pillows.
- Clip strings and ribbons off hanging mobiles and crib toys, and tie up window blind cords with clothespins or cord clips.
- Don't use children's furniture made before 1978 (its paint may contain lead).

Don't Talk to Strangers ... **Online**

The Internet makes it easy for people to pretend they are someone they are not — the eighth grader your daughter "chats" with online could turn out to be a 40-year-old man trying to lure her into meeting. Even simple "surfing" of web pages could expose your child to material showing violence and explicit sex. **What to do:**

- Tell your child not to share personal information (phone number, last name, e-mail address, mailing address, age, school name) online.
- Place the computer in the living room or kitchen where you can monitor its use.
- Choose an online service or software that blocks inappropriate web sites and chat rooms.



GET HELP: If your child is threatened or abused online, report it to your online service, and call the National Center for Missing and Exploited Children (800-843-5678).