

Updates to OSHA's Recordkeeping Rule

Recently OSHA announced key changes to its reporting and recordkeeping requirements. OSHA's updated recordkeeping rule expands the list of severe injuries and illnesses that employers must report to OSHA. As of Jan. 1, 2015, all employers under OSHA jurisdiction must report all work-related fatalities within 8 hours. Additionally, employers of all sizes now must report the following to OSHA within 24 hours:

- Any work-related hospitalization
- Any amputation
- Any loss of an eye

Employers have 3 options for reporting the event by:

1. Calling, or visiting, the nearest [area office](#) during normal business hours;
2. Calling OSHA's free and confidential number at 800-321-OSHA (6742); or
3. Using the new online form, which will soon be available on www.osha.gov/report_online.

Only fatalities occurring within 30 days of the work-related incident must be reported to OSHA. Inpatient hospitalization, amputation, or loss of an eye must be reported to OSHA only if they occur within 24 hours of the work-related incident. Previously, work-related fatalities and hospitalization of three or more employees required reporting.

OSHA's new rule also updates the list of industries that are exempt from routine record-keeping. Starting on January 1, 2015, there is a new list of industries that will be partially exempt from keeping OSHA records. Employers with 10 or fewer employees remain exempt. Employers who are not exempt with 10 or more employees at any time of the year must prepare OSHA logs. No one is exempt from the telephonic reporting requirements listed above. For additional information, including the revised list of partially exempt industries see www.osha.gov/recordkeeping2014/records.html.

Also, the Department of Labor provides an interactive e-tool, the OSHA Recordkeeping Advisor, to help employers understand their responsibility to record and report work-related injuries and illnesses. The OSHA Recordkeeping Advisor helps employers and others responsible for organizational safety and health quickly determine:

- Whether an injury or illness (or related event) is work-related;
- Whether an event or exposure at home or on travel is work-related;
- Whether an exception applies to the injury or illness;
- Whether a work-related injury or illness needs to be recorded
- Which provisions of the regulations apply when recording a work-related case

The OSHA Recordkeeping Advisor can be accessed at: www.dol.gov/elaws/osharecordkeeping.htm.

