



1. Involve Employees

2. Find Hazards

3. Assess Hazards

4. Fix Hazards

5. Check for Success

Step 5: Check for Success

After a solution has been in place for a while it is very important to check if it was effective in fixing the hazard.

Sometimes you might need to tweak a solution a little to get it to work just right. There's also the possibility that a solution to one problem might create other problems.

At times these little problems are enough to keep employees from using the solution. There are often simple fixes to these problems, but you need to be aware of them to know to fix them.

When to follow-up

After 2 to 4 weeks:

- Talk to employees to get their feedback. Ask them:
 - Did the changes make the work safer and easier to do?
 - Did the changes create any new problems?
- Make sure the workers are using the solutions correctly.
- Check to see if the solution reduced or eliminated the hazard. If an evaluation tool was used to assess the hazard in [Step 3](#), then use the same tool to re-assess the job after the hazard has been fixed.

This will allow a direct comparison to see if the risk of injury has changed. When a solution does not reduce the injury risk or is not being used as intended, repeat Steps [4](#) and [5](#) to find a more effective solution.

After 3 to 6 months:

- Make sure the solutions are still being used and are still working as intended.
- Ask employees if there are ways to make the solutions even better.

At least once a year:

- Take a look at how effective the solutions have been in improving employee well-being, productivity, and product quality.
- Review injury reports to make sure the solutions have prevented sprains and strains.



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Tracking solutions and celebrating your successes.

- Track the solutions that you put in place on the Hazard and Solution Tracking Worksheet found in [Step 2](#).
- Celebrate your team's successes and recognize everyone involved. Promote your ergonomics accomplishments in meetings and newsletters, and on safety bulletin boards.

One way to highlight your successes is to create a simple poster using this template:

Ergonomics Improvement Project

Project name:	
Project members:	
Description of the job:	
Before	After
Insert Photo Here	Insert Photo Here
Brief description of the problems and hazards	Brief description of the solution