

# Menu of Services - Office

ErgoRisk Management Group has been providing ergonomics consulting services since 1994 throughout Western Canada. Our team of Ergonomists provides expertise from a variety of backgrounds including physiotherapy, human factors engineering, and kinesiology. ErgoRisk's approach focuses on controlling the risk factors related to the workstation, as well as the risk factors related to our work habits and posture. We ensure that every assessment or training session has lasting value in the form of greater awareness and principle-based education.

## Office Ergonomics Services:

- **Pro-Active Computer Workstation Ergonomic Assessments:**

ErgoRisk can complete an audit of selected workstations in an office to ensure musculoskeletal injury (MSI) risks are minimized. ErgoRisk uses on-line discomfort surveying to help prioritize efforts. During each assessment, recommendations will be discussed, particularly those that involve worker habits. The follow-up reports will provide detailed individual assessments as well as a prioritized list of prioritized recommendations. Verbal summaries to management will also be provided.

Average pace for pro-active workstation assessments (i.e.: employees without significant symptoms/conditions) is 3 workstations/hour; report generation: 3-4 employees/hr.

- **Individual Computer Workstation Ergonomic Assessments:**

When a specific individual requests a workstation assessment, likely due to discomfort or a recent move, more time may be required to ensure an appropriate assessment of the MSI risks. As with the pro-active assessments, all recommendations will be discussed with the worker, emphasizing personal responsibility. The follow-up report will provide detailed individual assessment information including a list of prioritized recommendations. Verbal summaries to management will also be provided.

An individual workstation assessment will take up to 1 hour with up to 30 minutes for report writing.

- **Lunch and Learn or Safety Meeting Educational Sessions:**

ErgoRisk specializes in the delivery of lively, dynamic (and sometimes humorous) Lunch and Learn or Safety Meeting talks to promote the importance of personal responsibility, work postures and ergonomic workstation organization in the battle against developing musculoskeletal discomfort.

A session can also include an advanced tour of the office (pictures for the presentation optional).

- **Other Ergonomic Materials**

ErgoRisk can assist organizations in the development of electronic or hard copy handouts or manuals tailored to the needs of the organization. Materials may show how to adjust particular pieces of equipment such as chairs or keyboard trays; they may contain stretches appropriate to particular job functions; or they can include additional information about a company's existing safety or ergonomics programs. We specialize in the development of material that raises ergonomics awareness as a whole and which can be easily included on the company intranet or similar applications.

- **Program Development Assistance**

ErgoRisk can assist companies in the development of an in-house ergonomics program in compliance with WorkSafeBC legislation.

- **Product Assistance**

As needed, ErgoRisk can provide assistance regarding ergonomic product evaluation, selection and sourcing.

ErgoRisk Management Group provides ergonomics tools, consulting and educational services to improve computer-based productivity and reduce risk of musculoskeletal disorder development.