

C. A. S. H.

County of Alameda Safety and Health

Ergonomics Subsidy Fund and Program

The Risk Management Unit has established a limited subsidy fund to help agencies and departments respond to ergonomic furniture, tools, equipment and site assessment needs not associated with a current work-related injury (i.e., purchase of appropriate ergonomic equipment for physical work activities and conditions identified as being reasonably likely to cause or contribute to a repetitive motion injury or other cumulative trauma disorder).

Allowable purchases under the subsidy fund include, but are not limited to, wrist rests, pens, slant boards, foot rests, adjustable keyboard trays, fully adjustable chairs, document holders, and other approved equipment, and furniture for the reduction and prevention of repetitive motion injuries (RMIs) and other cumulative trauma disorders (CTDs). In order for requests to be approved, the equipment and furniture recommendations must have been made by evaluators approved by the Risk Management Unit. The Risk Management Unit is responsible for determining what items meet the requirements for reimbursement (partial) under the Ergonomic Subsidy Fund and Program.

The Risk Management Unit may subsidize up to 25% of the total cost of ergonomic equipment, tools and furniture requested by departments and agencies. The actual amount of subsidy may decrease (below 25%) or increase (above 25%) depending on the financial resources (i.e., Risk Management's approved annual program budget).

The intent of the Ergonomic Subsidy Fund is to provide partial, limited funding to assist agencies and departments in the purchase of ergonomic materials. The Ergonomic Subsidy Fund **is not intended** to relieve the agency/department responsibility for budgeting, funding and ensuring that necessary ergonomic furniture and equipment is purchased for their employees.

The Risk Management Unit will notify the requesting agency/department of approval or denial (including an explanation) of ergonomic subsidy funding not more than thirty (30) calendar days from the date the Ergonomic Subsidy Fund Request Form was received.