



Employers' LINK-JOB DESCRIPTION
For Temporary Light Duty Work

Department of Labor and Industries
Review of Job Analysis and Job Description
Physician Billing Codes:
 1038M-Limit one per day
 1028M-Each additional review, up to five per workers per day

PE-2M-NAS

Worker:	Claim #:		
Company:	Job Title: MODIFIED; Neck/Thoracic/Shoulder Electrician: Construction or Maintenance: Power House		
Phone No:	Hours per day:	Days per week:	
Employer Name (please print):		Title:	
Employer Signature:		Date:	

Foreman: *Please refer to Level 2 Neck, Arm Electrician Craft Classification Work Function List for training/modifications.*

Essential Job Duties:

1. Participate in pre-shift planning meeting, problem solving groups and safety meetings.
2. Identify and report unsafe conditions and complete work order for corrective action.
3. Document crew licenses and certifications are up to date and filed. If a license is expiring soon, contact crew member with a reminder memo.
4. Develop safety and skill training in the injured crew member's areas of greatest expertise. Take pictures of the machine or electrical unit and create a manual for those tasks for training future workers and contract labor. Schedule a demonstration.
5. Ensure that prior to starting a test, communications are made to other crafts, management, supervisors and Dispatch and Operations regarding the test.
6. Inspect equipment (within physical limitations) and document that after maintenance or repairs have been performed, the work space has been returned to operational status.
7. Make wire and conduit labels and affix to wires and conduits. Use personnel lift for any above shoulder height.
8. Act as confined space attendant if can be performed safely while seated outside the space. Record all necessary data for procedure.
9. Gather information from appropriate parties to determine priorities for scheduling work and convey this information to the foreman.
10. Assess staff, materials and equipment to determine there are sufficient resources available to complete upcoming work orders. Document what is needed and who is responsible for ordering the materials and gain approval from engineer or foreman as appropriate. Create requisitions for materials, as allowed, and forward to purchasing department. Track estimated time of arrival for materials and report to foreman to schedule job. May require personnel lift to access parts above shoulder height.
11. Assist in troubleshooting process through data collection and verification. Document test results and submit to appropriate personnel.
12. Verify repairs have been performed if visual inspection can be performed within limitations. If not, work with a partner. Document equipment installation, maintenance & repair. Develop maintenance and repair logs.
13. Verify blueprints, P, C and ID's (piping, cable and instrumentation diagrams) and schematics contain the latest revisions. Gather all redline drawings from crew members. Transfer redline corrections to as built drawings. Archive previous redline versions.
14. At workbench, inspect and repair electrical hand tools, mag lights, cords and test equipment. Rewire boxes.
15. Inventory and document the amount of cable left on spools. Update the document as cable is used and notify foreman when re-order point is reached. Proceed with tasks as listed under number 10.
16. Make a chart of what color tools belong in each department with a map of the home base for where specific tools are stored. Duplicate, laminate and have charts posted around plant to find tools quickly.

17. Data entry: complete Maximo Records Management report, Daily Work Order report and weekly Percentage of Completion report as directed by foreman.

18. May perform regular job duties within restrictions outlined in job description.

Machinery, tools, equipment and personal protective equipment description:

Computer, pen and paper, small hand tools, voltage meters, communication radio, cell phone, micrometer, dial indicators, personnel lift.

Modification Equipment Required:



*Access to plant personnel lift for above shoulder height work.



*Articulating keyboard arm attached to existing table to keep keyboard at proper height, using rearward tilt to keep shoulders, upper back and neck relaxed and the wrists straight - avoiding flexion or extension.



*Bent handled tools for repairing equipment eliminate ulnar deviation, flexion or extension, depending on style and use of tool.

FREQUENCY DEFINITIONS

N: Never (not at all) 0 minutes	S: Seldom (1%-10% of the time) up to 48 min.	O: Occasional (11%-33% of the time) 49 min. to 2 hrs. 25 min.	F: Frequent (34%-66% of the time) 2 hrs., 26 min. to 5 hrs., 35 min.	C: Constant (67%-100% of the time) more than 5 hrs., 36 min.
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PHYSICAL DEMANDS	FREQUENCY					DESCRIPTION OF TASKS
	N	S	O	F	C	
Sitting:			X			While using computer, attending meetings, doing bench repair work, riding in utility cart, or as confined space attendant.
Standing:			X			While observing equipment, as confined space attendant if able (may bring chair), repairing or replacing small parts, installing labels.
Walking:				X		Around the plant.
Climbing Ladders / Stairs Both			X			Uses elevator. May limit where worker can go, some stairs required. May use scissor lift instead of ladder to access high areas. *Doctor please indicate need for modification.
Twisting at the Waist		X				May occur while accessing parts and supplies.
Bending / Stooping:		X	X			While accessing parts or performing light repairs or installations below waist level. May choose to bend, kneel or squat.
Squatting / Kneeling:		X				
Crawling:		X				May occur while performing light repairs or installations.
Reaching Out Both				X		Working with tools for repairs, keyboarding.
Working above shoulder Dominant or Both			X to	X		May need to reach parts that are above shoulder height.* Most computer workstations cause shoulder hunching.** *May need to work above shoulder height for some tasks. May be modified with use of a personnel lift. **This may be modified with an articulating keyboard arm. Doctor, please indicate need for modifications below.
Handling / Grasping Dominant				X		Tools, mouse, pen, cart for traveling around plant.
Fine Manipulation Dominant				X		Small parts, wires, pen, writing.
Keyboarding			X			For data entry, documenting task procedures and safety protocols.
Wrist flexion Both			X			Some computer workstations may cause flexion. Repairing tools and fixtures may cause flexion, extension or ulnar deviation. Modifiable with keyboard arm. Bent handled tools reduce ulnar deviation, flexion or extension. *Doctor please indicate need for modification.
Repetitive Motion Both			X			Keyboarding.
Vibratory Tasks	X					None noted.
Foot Controls / Driving			X			When using motorized utility cart.
Talking / Hearing / Seeing			X			Conversing with coworkers or supervisor about task at hand.

Worker:

Claim No:

Link-Job Description: PE-2M-NA

Lifting / Pushing	Never	Seldom	Occasional	Frequent	Constant
<i>Example</i>	<u>50</u> lbs.	<u>20</u> lbs.	<u>10</u> lbs.	<u>0</u> lbs.	<u>0</u> lbs.
Lift: R or L or B	<u>21</u> lbs.	<u>20</u> lbs.	<u>10</u> lbs.	<u>5</u> lbs.	<u>1</u> lbs.
Carry DISTANCE <u>5</u> ft Both - Use cart	<u>21</u> lbs.	<u>20</u> lbs.	<u>10</u> lbs.	<u>5</u> lbs.	<u>1</u> lbs.
Push / Pull R or L or B	<u>21</u> lbs.	<u>20</u> lbs.	<u>10</u> lbs.	<u>5</u> lbs.	<u>1</u> lbs.

Job Description Developed by:

Signature: <i>Chandra Caine</i>	Date: 3/16/16
Name (Please print): Chandra Pat Caine, MS, CDMS	Title: Vocational Rehabilitation Counselor WA # 11099

Job Description Approved by Foreman:

Signature:	Date:
Name (Please print):	Title:

FOR HEALTH PROVIDER'S USE ONLY

Provider Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours per day:	Days per week:	Effective date:
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If no, please provide objective medical documentation to support your decision.

Additional Modifications Required by Provider:

- Articulating keyboard arm attached to existing table to position keyboard to avoid static muscle loading in neck, shoulders or thoracic area and to facilitate rearward tilt keyboarding, which eliminates wrist flexion and extension.
- Bent handled tools to reduce ulnar deviation, flexion or extension and prevent nerve impingement.
- Access to plant personnel lift for above shoulder tasks other than keyboarding
- Other:

Provider Signature:	Provider Name (Please print):	Date:
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