



Good Sleep for Good Health

Sleep is essential for optimal physical health, immune function, mental health, and cognition. Insufficient sleep is a public health problem: nearly 30 percent of adults in the United States report sleeping six or fewer hours per day, seven to nine hours is recommended for adults aged 18 to 64 years.

Lack of sleep results in daytime sleepiness; associated symptoms may include irritability, decreased concentration, attention deficits, reduced vigilance, distractibility, poor motivation, fatigue, malaise, dysphoria, lack of energy, restlessness, and incoordination.

Acute and cumulative sleep deprivation are often related to our work schedules. Work-related situations that can result in sleep insufficiency include compressed work time to obtain more consecutive time off, early start times, long workdays, night shifts, extended shifts, shift rotation, consecutive work periods, unpredictable work schedules, and unstable work schedules. Excessive sleepiness is a common cause of car crashes and near misses and contributes to over half of all fatal truck crashes in the United States.

If you feel like you are struggling with getting enough sleep and rest due to your work hours, please talk to your supervisor about options for changing your schedule. Taking a vacation day or using comp time hours to recharge is always a great option! Feel like you need extra help with your sleep? You can use a sick day for an appointment with your doctor to discuss the problems you're having. Information on Leave can be found in PPPM 300. Taking time off is an important part of staying healthy and employees are encouraged to use their earned time off when needed.

If you have a Health Savings Account or a Flexible Spending Account, you may be able to use those funds for sleep aids. Covered expenses include over the counter sleep aids, sleep deprivation treatment, CPAP items, and more. For more information on what may be covered under your HSA or FSA, please visit <https://www.healthequity.com/hsa-qme>



The City is Hiring!

Invite your friends and neighbors to the City of Tulsa Career Expo being held at the Cox Business Convention Center March 27, 2024 from 11 am – 7 pm.

Representatives from each department will be there to meet applicants, conduct interviews, and answer questions about available positions.

Employment Requirements are found in Section 106 of the Personnel Policies and Procedures Manual. Applications can be submitted at any time at CityofTulsa.org/jobs.

It is also a great opportunity for current employees to learn about the work performed by their fellow City Employees.





Make Fall Prevention a Top Priority

It may come as a surprise that the second leading cause of unintentional injury-related death is falling. In 2021, 44,686 people died in falls at home and at work, according to Injury Facts®. For working adults, depending on the industry, falls can be the leading cause of death.

Hazards in the Workplace

In 2021, 850 workers died in falls, and hundreds of thousands were injured badly enough to require days off of work. A worker doesn't have to fall from a high level to suffer fatal injuries; 136 workers were killed in falls on the same level in 2020, according to *Injury Facts*. Construction workers are most at risk for fatal falls from height – more than seven times the rate of other industries – but falls can happen anywhere, even at a "desk job."

Falls are 100% Preventable

March is Ladder Safety Month. Whether working from a ladder, roof, or scaffolding, it's important to plan ahead, assess the risk, and use the right equipment. First, determine if working from a height is absolutely necessary or if there is another way to do the task safely.

- Discuss the task with coworkers and determine what safety equipment is needed
- Make sure you are properly trained on how to use the equipment
- Scan the work area for potential hazards before starting the job
- Make sure you have level ground to set up the equipment
- If working outside, check the weather forecast; never work in inclement weather
- Use the correct tool for the job, and use it as intended
- Ensure stepladders have a locking device to hold the front and back open
- Always keep two hands and one foot, or two feet and one hand on the ladder
- Place the ladder on a solid surface and never lean it against an unstable surface
- A straight or extension ladder should be 1 foot away from the surface it rests on for every 4 feet of height and extends at least 3 feet over the top edge
- Securely fasten straight and extension ladders to an upper support
- Wear slip-resistant shoes and don't stand higher than the third rung from the top
- Don't lean or reach while on a ladder, and have someone support the bottom
- Never use old or damaged equipment; check thoroughly before use

Fall Hazards at Home

Are you a weekend warrior or a do-it-yourselfer? If you take on home improvement or other weekend projects, it's important to prepare yourself for physical exertion, especially if you've been sedentary through the winter months, and take extra precautions to prevent falls.

Risky projects, like installing siding, gutters, or roofs, are best left to professionals. Saving money isn't worth risking a debilitating or fatal fall.

At home or at work, many of the same rules apply. When taking on a project:

- Practice all of the ladder safety tips mentioned above
- Keep the work area clear of hazards and immediately clean up spills
- Read all instructions and safety precautions on your equipment
- Don't wear loose clothing that can get caught in equipment

We tend to think we're always safe on flat ground, but the thousands of injuries each year tell us otherwise.

Falls are the #1 cause of death for older adults; fall-proof your home

- Keep floors and surfaces clear of clutter
- Keep file cabinets and desk drawers closed
- Keep electrical and phone cords out of traffic areas
- Install handrails on stairways
- Wear sensible footwear
- Never stand on chairs, tables, or any surface with wheels
- Properly arrange furniture to create open pathways
- Maintain good lighting indoors and out

More than 6.9 million people were treated in emergency rooms for fall-related injuries in 2021. A fall can end in death or disability in a split second, but with a few simple precautions, you'll be sure to stay safe at home and at work.

The city of Tulsa is committed to preventing falls for all employees. For information on City safety policies related to fall protection, ladders, bucket trucks, and scaffolding, visit the Safety SharePoint site.

If you need to report an injury during work, please call (877) 461-7671. More information on how to report an injury can be found at cityoftulsa.org/employees
