



## Frequently Asked Questions about the Cal/OSHA 300 log

### Do I need to keep the Cal/OSHA 300 Log?

**Answer:** You do not need to keep the Cal/OSHA 300 Log if you have less than 10 employees for the full calendar year, or your industry is deemed by Cal/OSHA to be partially exempt.

To determine if you meet either of these requirements, please refer to <https://www.dir.ca.gov/T8/ch7sb1a2.html>.

Cal/OSHA or the Bureau of Labor Statistics may inform you in writing that you must keep the Log. In addition, partial exemption from keeping a Log does not alleviate an employer from reporting serious injuries or fatalities to Cal/OSHA.

### My company has multiple establishments and/or sites, must I keep a separate log for each location?

**Answer:** Employers must keep a Log for each separate physical location that is expected to be in operation for one year or longer.

### What Illness and Injuries need to be posted in the Cal/OSHA 300 Log?

**Answer:** All work related injuries and illnesses that result in:

- death
- loss of consciousness,
- days away from work,
- restricted work activity,
- job transfer, or
- medical treatment beyond first aid.

### What does Cal/OSHA classify as medical treatment?

**Answer:** Medical treatment is managing and caring for a patient for the purpose of combating disease or disorder. It does not include:

- visits to a doctor for observation,
- diagnostic procedures, and
- any procedure that can be classified as first aid.

## What does OSHA consider to be first aid and not recordable?

### Answer:

- using non-prescription medications at nonprescription strength;
- administering tetanus immunizations;
- cleaning, flushing, or soaking wounds on the skin surface;
- using wound coverings, such as bandages, BandAids™, gauze pads, etc., or using SteriStrips™ or butterfly bandages.
- using hot or cold therapy;
- using any totally non-rigid means of support, such as elastic bandages, wraps, non-rigid back belts, etc.;
- using temporary immobilization devices while transporting an accident victim (splints, slings, neck collars, or back boards).
- drilling a fingernail or toenail to relieve pressure, or draining fluids from blisters;
- using eye patches;
- using simple irrigation or a cotton swab to remove foreign bodies not embedded in or adhered to the eye;
- using irrigation, tweezers, cotton swab or other simple means to remove splinters or foreign material from areas other than the eye
- using finger guards
- using massages
- drinking fluids to relieve heat stress

Please note that because an injury is not Cal/OSHA recordable, does not mean that it is not a reportable workers' compensation claim. If you should have any questions, please contact Pacific Compensation Claims or the Loss Control Department.

---

Safety tips developed based on generally accepted safety standards believed to be reliable at the date of publication. Information is for general guidance only and should not be relied upon for legal compliance purposes.

**Founded in 1925, CopperPoint Insurance Companies is a western-based super regional commercial insurance company and a leading provider of workers' compensation and commercial insurance solutions.** With an expanded line of insurance products and a growing 10 state footprint in the western United States, CopperPoint is in a strong position to meet the evolving needs of our brokers, agents and customers.

The company has \$4.8 billion in total assets and an enterprise surplus of \$1.4 billion. The CopperPoint Family of Insurance Companies include CopperPoint, Alaska National and PacificComp. All companies are rated A (Excellent) by AM Best.