



ASHA Inc

American

Safety & Health Associates

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January Deadlines for IRS and MIOSHA

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The IRS requires certain records (W-2s, 1099s etc.) in January. OSHA & MIOSHA do too. So remember to complete applicable forms 300, 300A, 301; sign and post 300A prominently FEBRUARY 1 – APRIL 30.

Record ALL and ONLY what is needed on these forms and be TIMELY and be ACCURATE. Recordkeeping is a pain, but good records are important for you as well as to the government. They can help or hurt you and your business. OSHA now issues large fines for recordkeeping violations (up to \$337,500 so far) and they are looking back 5 years. Watch out if they find a “pattern” of recordkeeping violations or failure to complete and retain records. So consider reviewing your past records.

Do you really know if an injury or illness is recordable... or where and how to record it? Do you know the difference between a non-recordable first aid case and a medical treatment case? Do the Doctors’ reports even show you that information? Getting that information can be hard and time consuming, but there are ways to handle that before an injury...if you plan ahead (ask us how). Is all your DART information up to date?

Do NOT record every incident on MIOSHA forms...unless it is required. Recording everything can hurt your insurance rates or even disqualify you from getting bid contracts. Not recording required items, can get you fined or even prosecuted and may become a disqualifier. Do NOT waste your time with paper forms...update computerized forms and print what you need. ASHA can e-mail these forms to you FREE.

Do you have a form 301 and adequate medical and accident documentation for each injury or illness? Do you keep forms 301 and a form 300 up to date within 7 days? How do you actually record, reference and retain records? What do you do with the information once you record it ... do you use it to prevent future accidents, injuries and claims? If not, could your records prove you are willfully exposing employees to hazards?

Terry Welsh of ASHA Safety can make your first aid and safety training and programs profitable for you.

NOTE: Have ASHA write your Safety Management Program, do your Training & Consulting. Get \$500 off.
Contact Terry Welsh of ASHA Safety at 517 927-3177 or twelsh@ashasafety.com

Sustainable Profits require Safety, Compliance & Quality; all are Attainable
“A visit from ASHA makes a visit from OSHA become a walk in the park”