

# INTERN SAFETY ORIENTATION

NAME: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

The following items should be discussed during orientation:

- \_\_\_\_\_ Where, when and how to report injuries.
- \_\_\_\_\_ Where, when and how to report unsafe conditions.
- \_\_\_\_\_ Review of fire and emergency evacuation plan.
- \_\_\_\_\_ Location and use of fire extinguishers.
- \_\_\_\_\_ Importance of housekeeping (spills, etc.)
- \_\_\_\_\_ Special job hazards (chemicals, special precautions, etc.)
- \_\_\_\_\_ Assignment and use of personal protective equipment (PPE)
- \_\_\_\_\_ Proper lifting procedures (include demonstration)

SIGNED: \_\_\_\_\_  
Department Contact

Date: \_\_\_\_\_

SIGNED: \_\_\_\_\_  
Intern

Date: \_\_\_\_\_