


MOVEMENT MATTERS @ WORK

ACTIVE OFFICE TOOLKIT



T.J. HALL

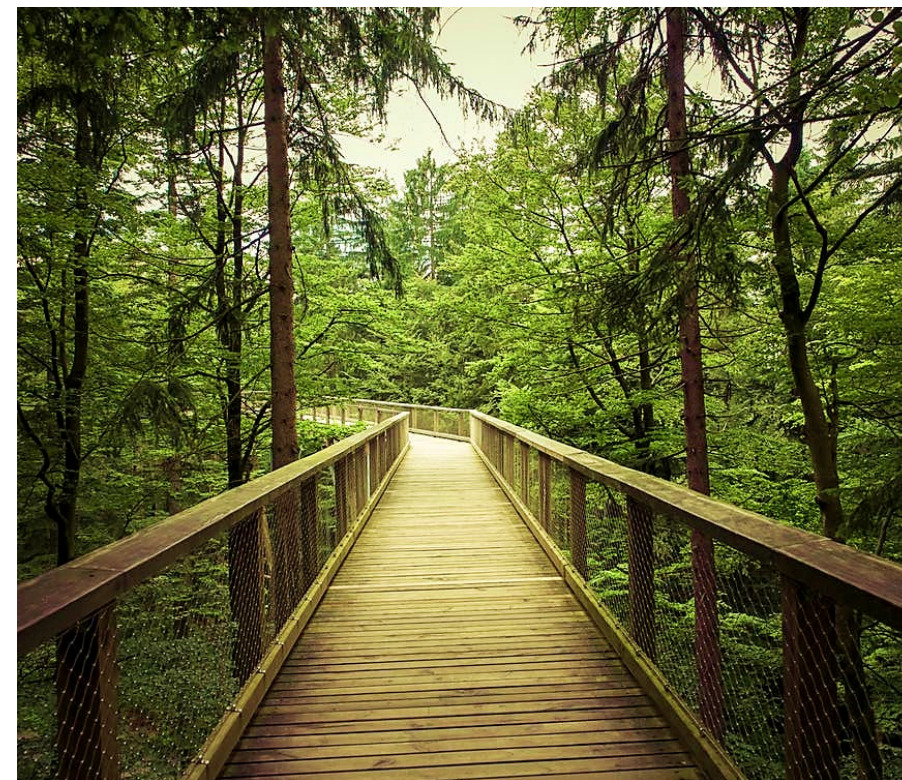
MSU HEALTH4U



Disclaimer: The information provided in this presentation is intended solely for the general information of the audience. It is not medical advice and shall not replace consultation with your physician or other qualified healthcare provider (QHP). If you have health-related questions or problems, please seek the advice of your physician or other QHP.

WHY CHOOSE AN ACTIVE LIFESTYLE?

- Most Americans don't get recommended 150 mins. of weekly activity
- Well-established link between Physical Activity and health outcomes: Mitigates High Blood Pressure, T2 Diabetes, Heart Disease, Stroke.
- Improved mood, creativity, clarity of thinking
- Helps curb the effects of depression and anxiety
- Boost energy
- Promotes good sleep habits
- Social interaction
- Free, can be done almost anywhere, easy way to integrate
- 360 joints + 700 skeletal muscles + elastic skin = Body built for movement
- Bottom Line: For a better Quality of Life, integrate movement into your day



WAYS TO GET ACTIVE DURING THE WORKDAY

- Take a break from sitting every 30 minutes. Get up, move around, have a quick stretch, drink some water.
- Set a timer on your phone to remind you to get up every 30 minutes.
- If you work at a desk, try a standing desk - or use a tall table or counter.
- Walk with your colleagues for meetings rather than sitting in a conference room. Or walk to their desk and talk in-person, rather than emailing.
- Park a bit farther from your building to get in a few extra steps.
- Take the stairs rather than the elevator.
- Set aside time to go for a walk during lunch. Recruit a colleague to join
- Take advantage of Incidental Activity – a few minutes here and there add up!

MSD: MUSCULOSKELETAL DISORDERS

- MSD's are injuries to muscles, tendons and nerves that are caused by excessive stress to the tissue.
- Research has shown a close relationship between postural and biomechanical work stresses and the rate of MSD.

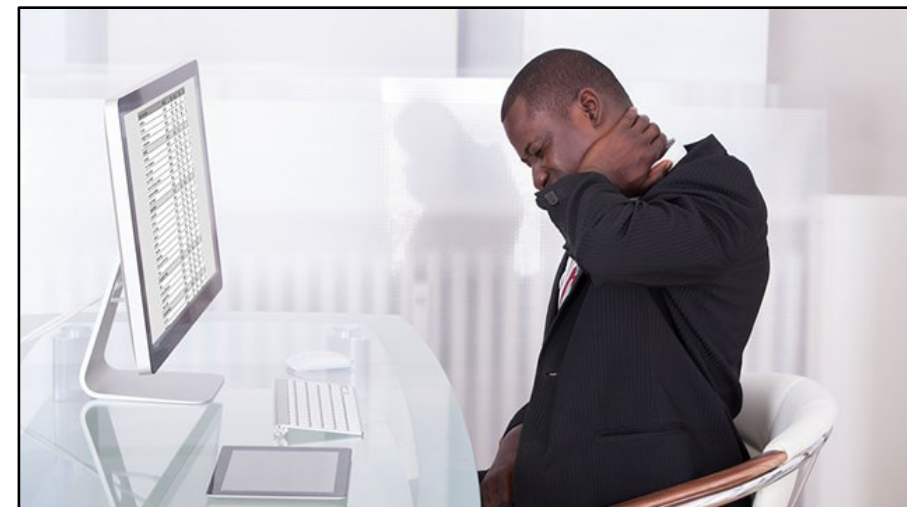
Risk of MSD-
increases with:

- Repetition
- High force
- Awkward postures
- Contact stress
- Hand-arm vibration

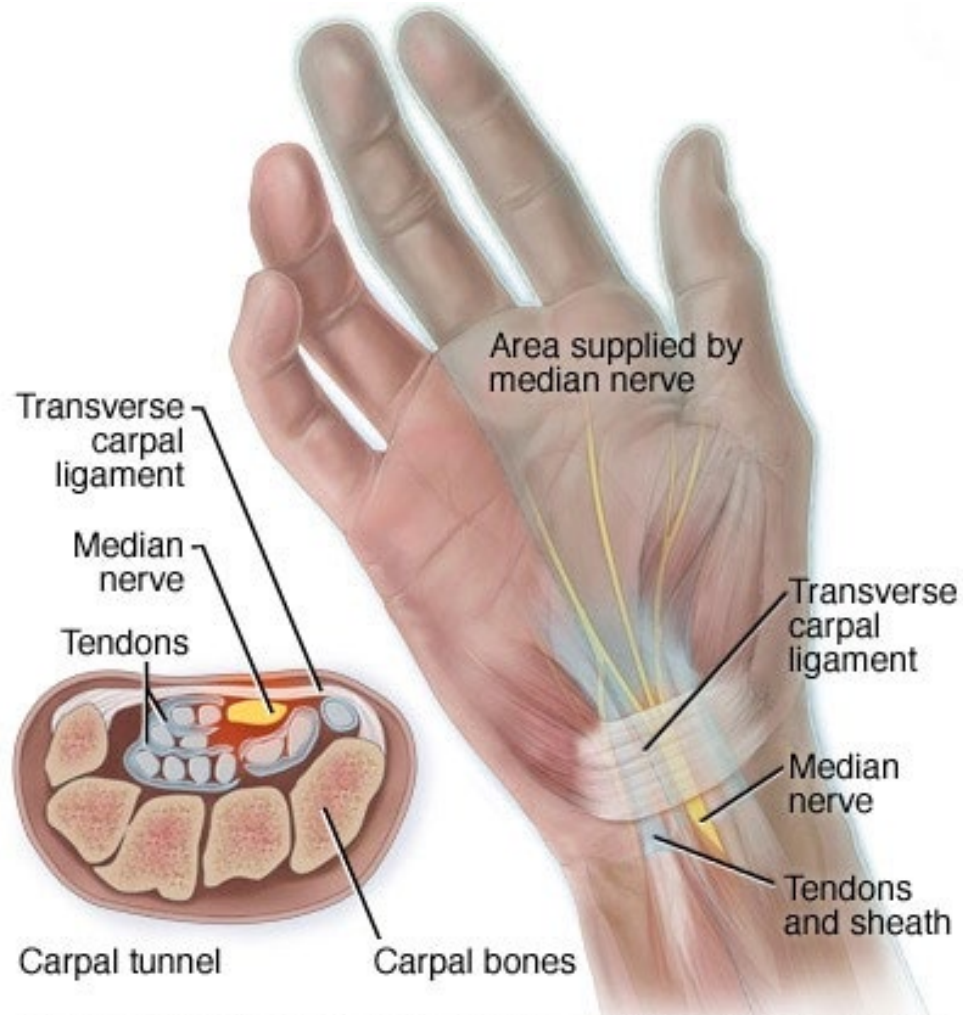


MSD: MUSCULOSKELETAL DISORDERS

- Two primary types of Employees: Field/Foot and Office/Chair
- Field Workers: Repetitive movement, high force, twisting motions, etc. Sprains and strains, back injuries, tendonitis, etc.
- Office Workers: Prolonged sitting in unnatural positions. Carpal Tunnel, neck and shoulder pain, lower back pain, tight hips are a few common examples.
- Workload and Body positioning determine MSD risk
- Kinetic Chain- each link is connected



CARPAL TUNNEL SYNDROME



- Compression of the median nerve at the wrist.
- Numbness, tingling, weakness, or muscle atrophy in the hand and fingers.
- May affect up to 1.9 million people: 300,000 to 500,000 corrective surgeries performed each year
- Two occupational groups accounted for 70% of CTS cases in 2001: operators, fabricators, and laborers; and technical, sales, and administrative support.
- Repetitive motion with the arm, hand, wrist
- Women are 3x more than men to suffer from CTS
- Breaks, Ergonomics, Stretching, Splinting, NSAIDS, Steroids, Surgery

IS SITTING THE NEW SMOKING?

**Sitting is the
new smoking.**

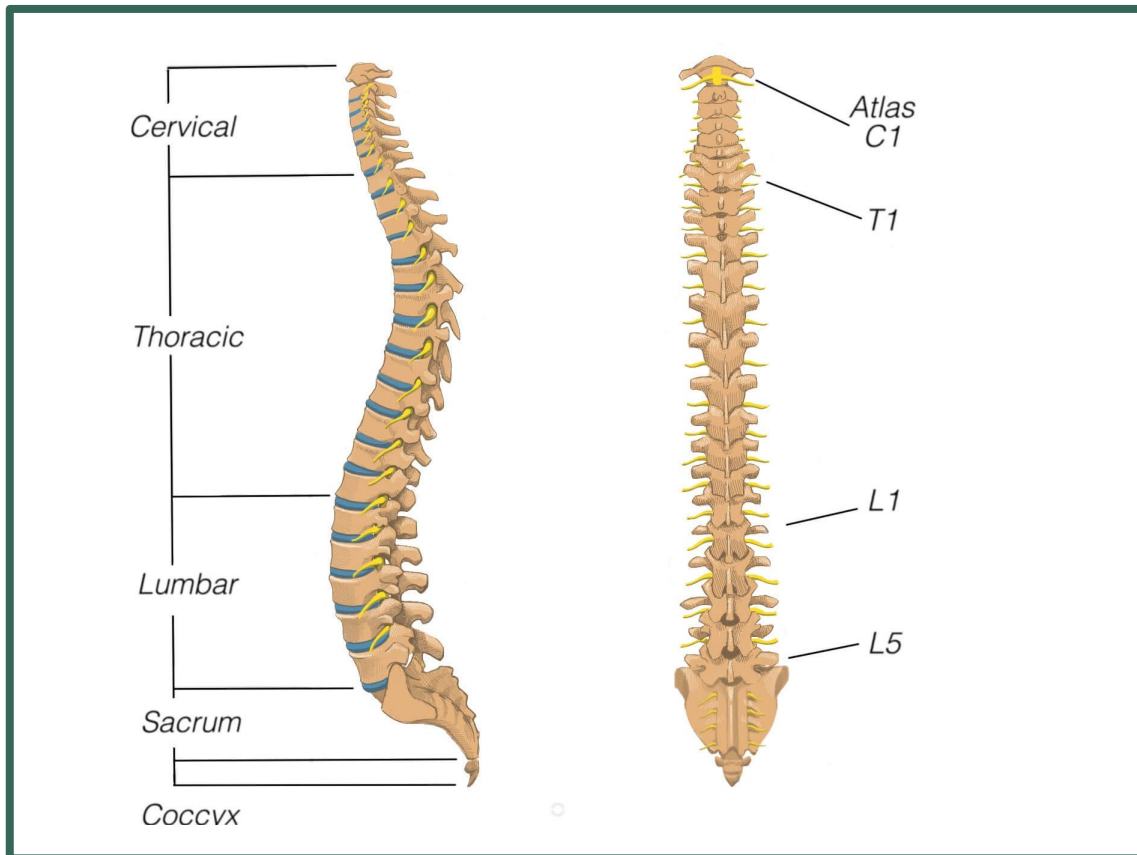


**SITTING
IS
KILLING
YOU**

The Truth About
Sitting Down



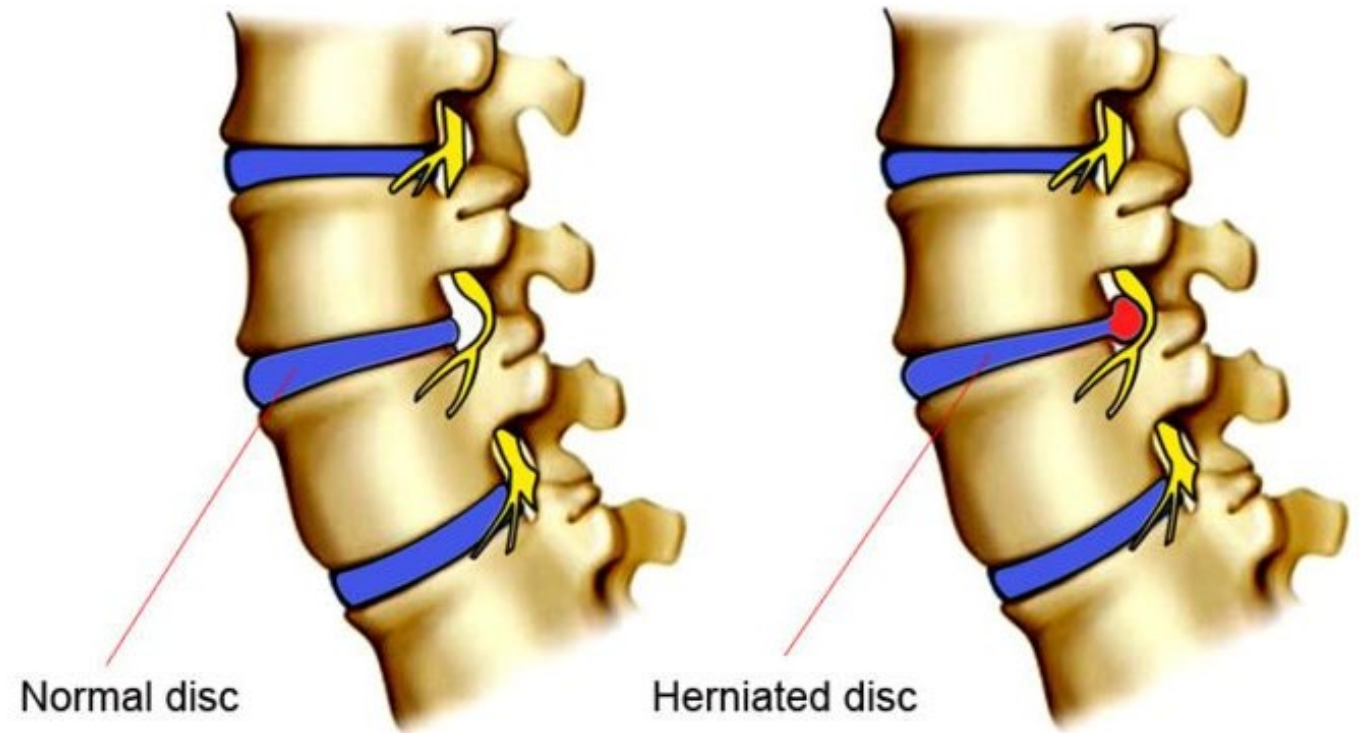
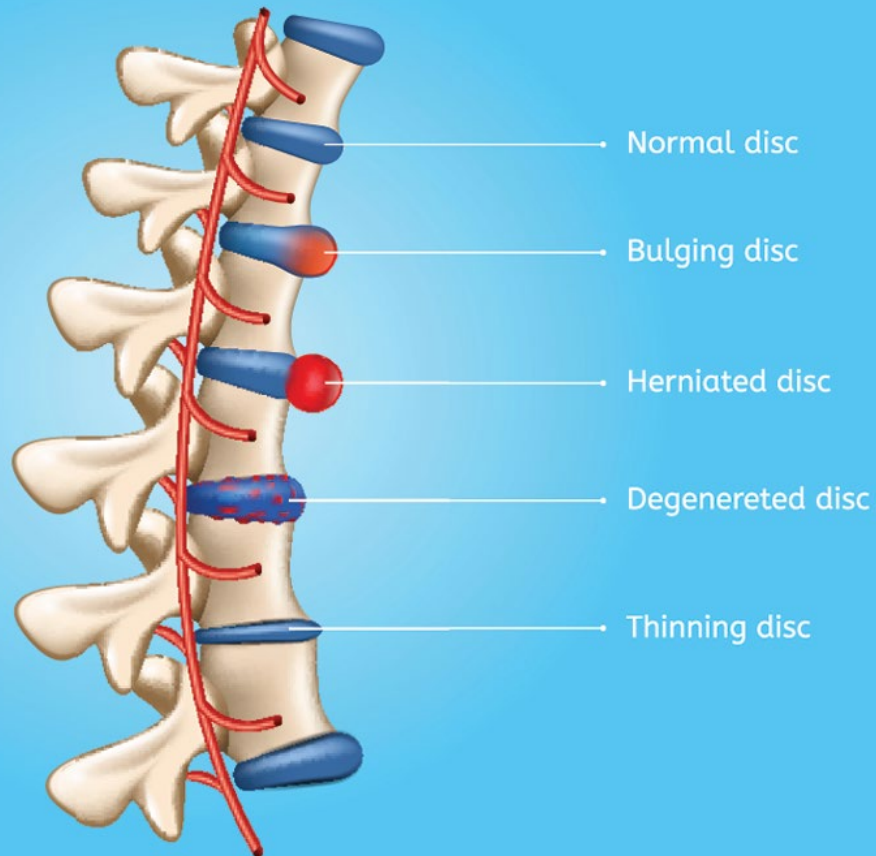
BACK SAFETY - SPINAL ANATOMY



- Lifting is the most common way people injure their backs. 24 vertebrae in the spine, separated by discs that are full of fluid. Discs act as shock absorbers
- Keeps us upright, allows us to move and walk, protects the spinal cord
- 80% of Americans will experience lower back pain

DISC INJURIES - VISUALIZED

TYPES OF DISC DEGENERATION



SAFE LIFTING PRACTICES

- Get close to the object
- Bend at the hips and knees
- Head up, back straight
- Lift smoothly and slowly
- Keep the load in the 'power zone'
- Avoid twisting your back
- Don't rely on a back brace
- When in doubt, ask for help
- A lifetime of pain is not worth it!

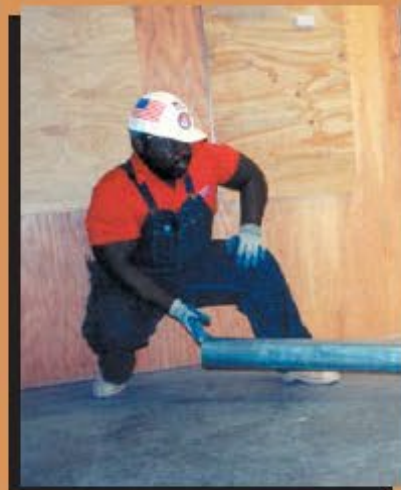


LIFTING SAFER LEVANTANDO CON MAYOR SEGURIDAD

**BOXES
CAJAS**



**LUMBER / PIPES
MADEROS/TUBERÍA**



SHEETS LÁMINAS



SACKS / BAGS SACOS / BOLSAS



To learn more about job safety and receive free publications, please call our toll-free number at 1-800-963-9424 or download from our Web site at www.dir.ca.gov/dosh/puborder.asp

SLIPS, TRIPS, AND FALLS



STF's are Preventable!

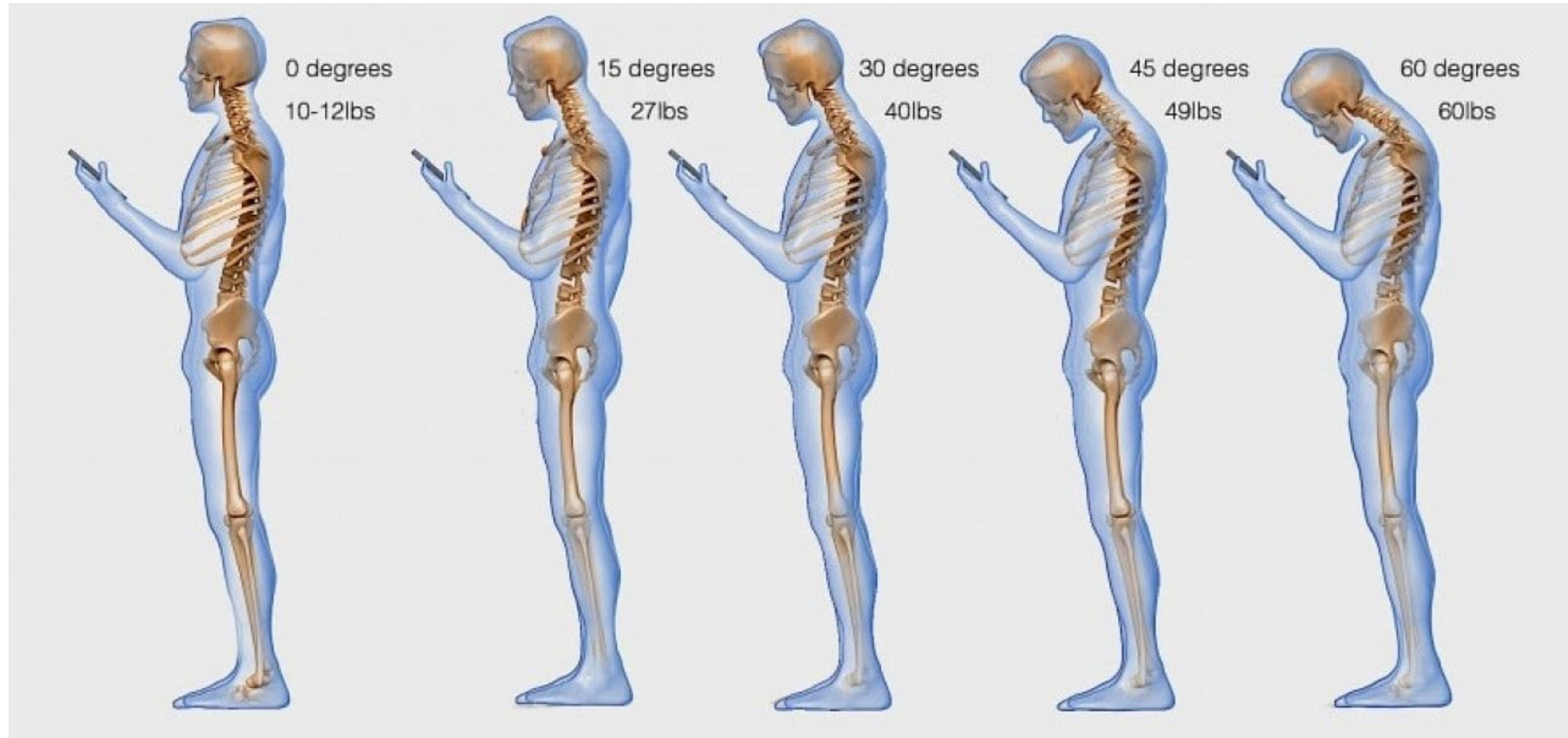
Common Causes:

- Objects in Walkway
- Weather Conditions
- Floor Contamination – 55% of STF injury
- Irregular or Damaged Floors
- Inadequate Lighting
- Stairs, Ladders, Step Stools
- Floor Mats/Runners
- Unprotected Edges and Openings

Prevention

- Good Housekeeping- clear walkways
- Clean spills/slick areas immediately
- Adequate Lighting
- Proper Footwear
- Training and Education
- Work on the Same Level

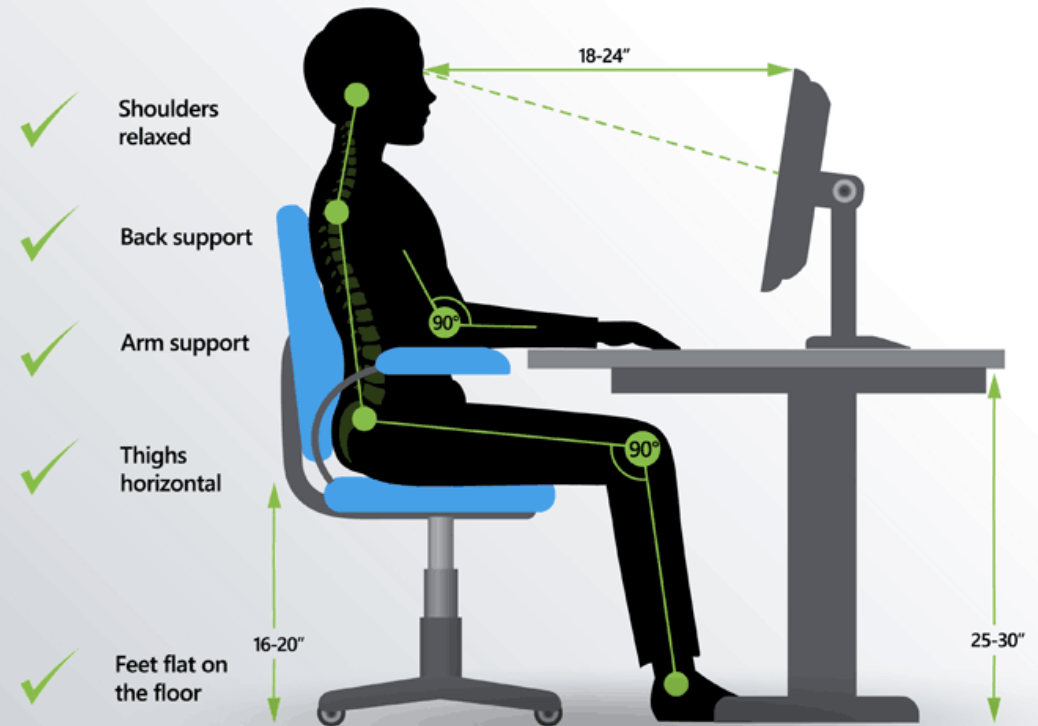
VISUALIZING THE EFFECT OF 'TEXT NECK'



SETTING UP YOUR WORKSTATION

- Top of Monitor at or just below eye level
- Head and Neck balanced and in-line with torso
- Shoulders relaxed
- Elbows close to body and supported
- Lower back supported
- Wrists and hands in-line with forearms
- Adequate room for keyboard and mouse
- Feet flat on the floor

Proper Sitting Posture/ Distances



POSTURES AND SPINAL ALIGNMENT

Fig 1

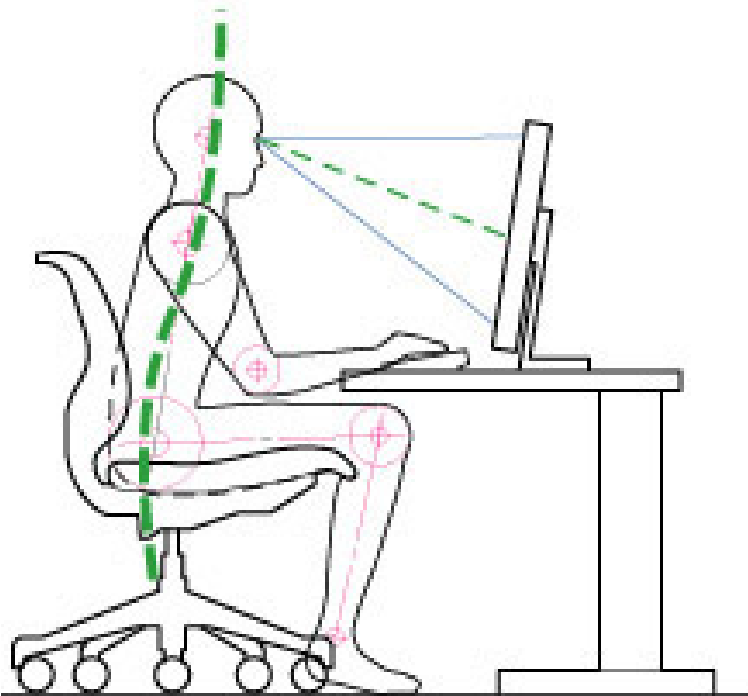


Fig 2

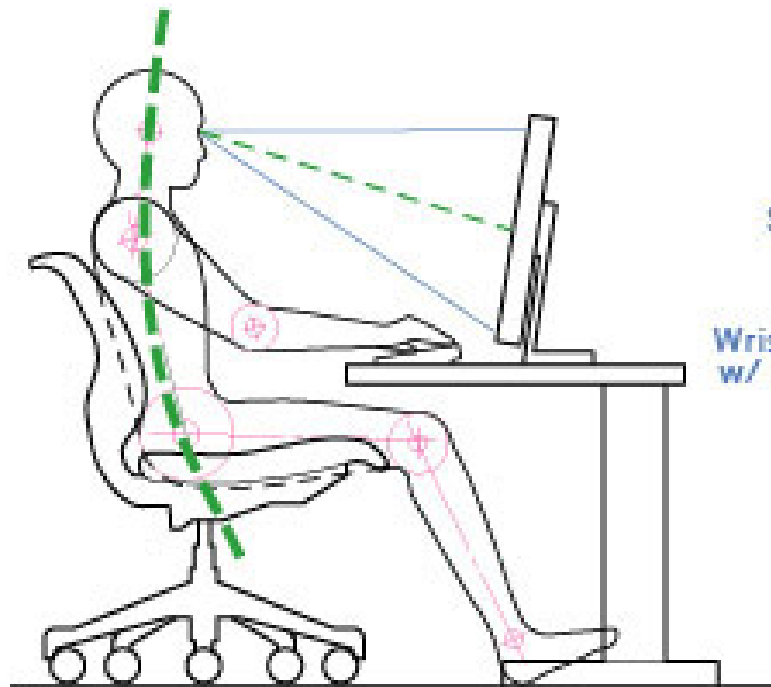
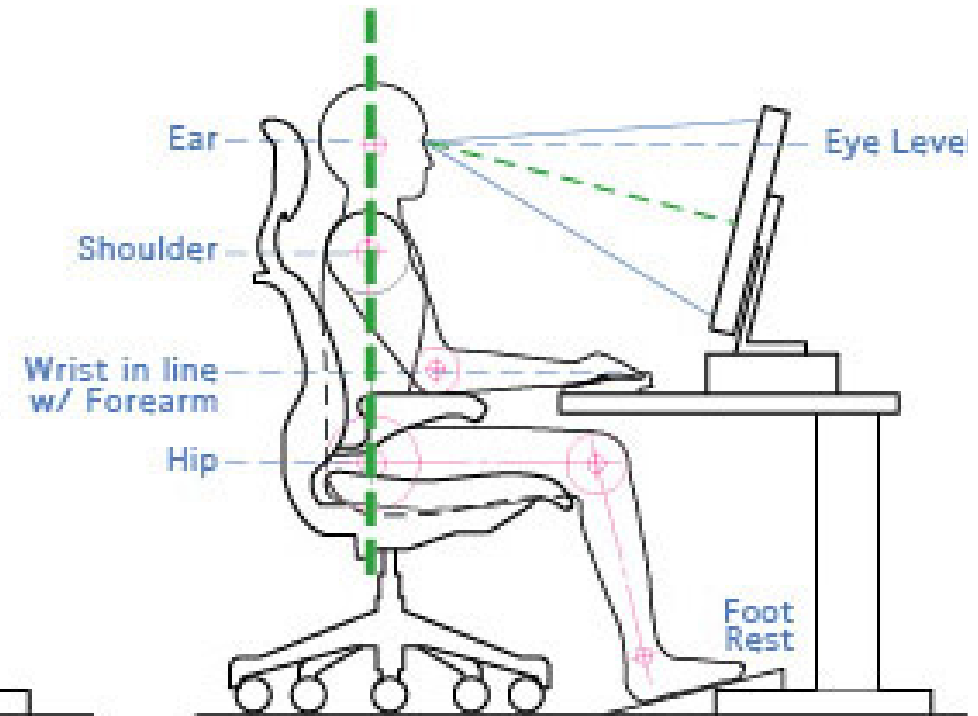
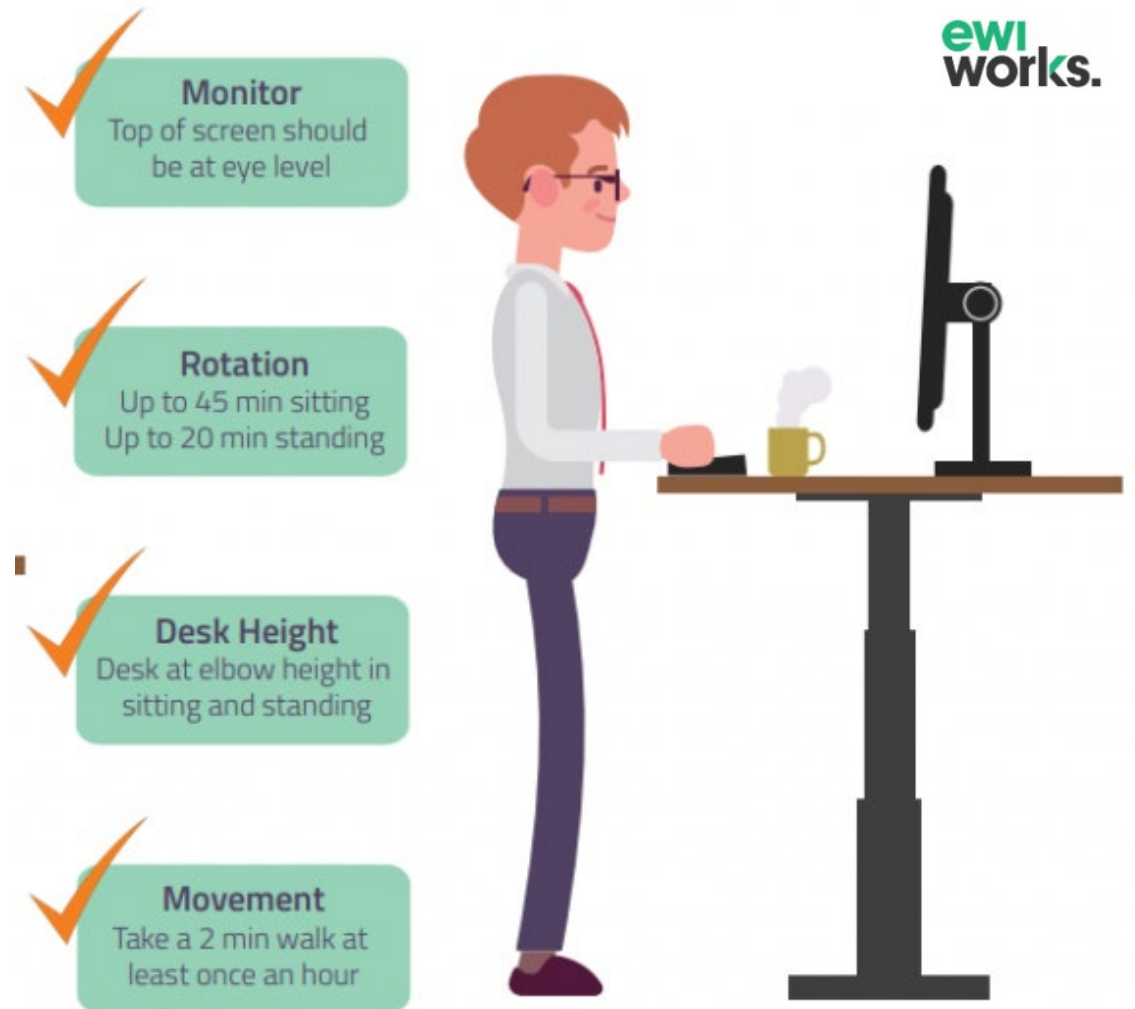


Fig 3



MOVE OFTEN, ALTERNATING SITTING & STANDING

- Start by standing for a few minutes at a time
- When you get tired, that's your cue to sit.
- Adjustable desks make the transition easier, but in lieu boxes, crates, books, ironing board etc. are suitable.
- Arms should stay relaxed at the sides with elbows at 90
- Break up monitor, keyboard, and mouse



MSU ERGONOMICS – WWW.MSUERGONOMICS.COM



MSU Student Health Services
ERGONOMICS

HOME

CONTACT

MORE

POSTURE

Ergonomics is the scientific discipline that adjusts for individual differences in an environment to place the least amount of stress on a person -in other words, making people as comfortable as possible!

SITTING AT A DESK

LIFTING

Such factors include positioning, work stations/equipment design, temperature, noise and lighting among others.

BACKPACKS

Work tasks are often repetitive, whether that is for example sitting at a computer typing for hours, standing at a laboratory bench using pipettes for academic research, or custodial cleaning and housekeeping - daily, repeated activities have the potential for injury.

LAPTOPS



WORKSTATION SETUP

CHAIRS

DESKS

HEADSETS

KEYBOARDS

MICE

DOCUMENT HOLDERS

EXERCISE



We all know that just seemingly simple tasks such as standing or sitting for long periods of time in itself can be tiring and stressful on the body, well....what can be done?

This website is designed to educate and advise MSU students, faculty and staff in regard to ergonomics and to give practical up-to-date information on how to change your work environment in a way that reduces the risks of injury.

STRETCHING – WHY STRETCH?

- Increased Flexibility and Range of Motion = Everyday activities are easier.
- Protect against lost mobility as we age.
- Improved blood flow
- Improved posture – Kinetic Chain
- Treat and prevent pain
- Rehab from injury
- Stress Relief/Calming/Meditative
- Counteract a sedentary lifestyle



MAKING MOVEMENT HAPPEN IN YOUR UNIT



- Culture - “the idea that people are supported [in their efforts to be physically active] through an unwritten law.”
- Leaders should provide strong, active, and visible support- facilitate change
- Find colleagues that are also interested in improving health
- Be a ‘grassroots’ leader if necessary
- Make it fun – Challenge and support your colleagues, do activities that you enjoy, treat yourself when you achieve milestones and accomplishments

WAYS TO GET ACTIVE DURING THE WORKDAY

- Take a break from sitting every 30 minutes. Get up, move around, have a quick stretch, drink some water.
- If you work at a desk, try a standing desk - or use a tall table or counter.
- Walk with your colleagues for meetings rather than sitting in a conference room. Or walk to their desk and talk in-person, rather than emailing.
- Park a bit farther from your building to get in a few extra steps.
- Take the stairs rather than the elevator.
- Set aside time to go for a walk during lunch. Recruit a colleague to join
- Sign Up for a Health4U class during the lunch hour
- Take advantage of Incidental Activity – a few minutes here and there add up!



DISCUSSION

The image shows two men in a classroom or lab setting. The man on the left, wearing a bright green shirt, is seated and has his arms raised straight up. The man on the right, wearing a light blue shirt, is seated and leaning far back in his chair with his arms raised. In the background, there are wooden cabinets, a desk with various items, and a human skeleton on a stand to the left. A large anatomical diagram is visible on the wall behind the man in the blue shirt.

10 BEST Seated Stretches & Exercises