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### **Automated Employee Notification Letters Streamline OSHA Hearing Conservation Programs**

Minneapolis, MN USA (June 30, 2015) Conducting, monitoring, and reporting the results of hearing conservation tests can challenge occupational health practitioners, especially if their program involves hundreds or thousands of employees. The Occupational Safety and Health Administration (OSHA) standard 1910.95(e) requires employers to notify employees if they are exposed to occupational noise for an 8-hour or longer time-weighted average of 85 decibels. In addition, employees are to be notified in writing within 21 days of detection if their most recent hearing test shows a standard threshold shift (STS) in comparison with their baseline audiogram.

What might be an overwhelming task can be brought under control using Benson Medical Instruments' CCA-200*mini* Plus computer controlled audiometer. Through a series of user selections, the Report Builder feature creates custom subject notification letters. Hearing conservationists can choose the data and analysis to show, and can edit the text used for each company. In addition, they have control over page headers and numbers, printing the graphical audiogram, and whether to mask or exclude the employee ID number.

"The powerful customization capabilities of the Report Builder feature save a lot of administrative time and effort," states David Mayou, Sales Manager of Benson Medical Instruments. "The individual subject notification letters can be created quickly and accurately, and saved and printed in a matter of minutes. This streamlines what might otherwise be a complex and drawn-out process."

Employers should refer subjects to medical professionals if the subject has one or more indications, such as a need for additional testing, trouble wearing hearing protection; or a condition caused or exacerbated by wearing hearing protection. The Report Builder allows for the inclusion of several custom paragraphs to inform the employee that they need a medical examination. These medical referral criteria are based on guidance from the American Academy of Otolaryngology. A closing statement and a signature line conclude the letter. The customized subject notification letters can be saved as reports and printed out at the end of the test, or at a later time as a batch.

It is important for the employee to clearly understand their audiogram results, and whether they need a medical examination. Hearing conservation programs will have higher success rates if this information is provided in the employee's preferred language. The subject notification letter

text has been translated into 21 languages, and may be modified by the user. Additional languages can be added as well.

Benson Medical Instruments Co. designs and manufactures audiometers, spirometers, and software to manage hearing conservation and occupational spirometry programs for companies. For more information: David Mayou, Sales Manager, Benson Medical Instruments Co., 310 Fourth Avenue South, Suite 5000, Minneapolis, MN 55415 USA (Office) +1 612-827-2222 (Email) [sales@bensonmedical.com](mailto:sales@bensonmedical.com) (Website) [www.bensonmedical.com](http://www.bensonmedical.com)

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