

WAC 296-817-20040 Document your hearing loss prevention activities. You must create and retain records documenting noise exposures. Include, at a minimum:

(1) Exposure measurements required by this chapter for at least two years and for as long as you rely upon them to determine employee exposure;

(2) Audiometric test records for the duration of employment for the affected employees;

(3) Hearing protection audits, if you choose to rely upon them, for the duration of employment of the affected employees.

Note:

1. You need to keep as complete a record as possible. Records developed under previous rules or in other jurisdictions need to be kept, even when they do not fulfill the full requirements of this chapter.
2. Similarly, records found to have errors in collection or processing need to be kept if they provide an indication of employee exposure or medical condition not found in other records.
3. You may want to consider your other business needs, such as worker's compensation claims management, before discarding these records.

Reference:

You need to follow additional requirements for records considered employee exposure or medical records. See chapter 296-62 WAC, Part B, Access to records for requirements for access to records, employee rights, and transfer of records.

[Statutory Authority: RCW 49.17.010, 49.17.040, 49.17.050. WSR 15-23-086, § 296-817-20040, filed 11/17/15, effective 12/18/15. Statutory Authority: RCW 49.17.010, 49.17.040, 49.17.050, and 49.17.060. WSR 03-11-060, § 296-817-20040, filed 5/19/03, effective 8/1/03.]