

Los Rios Community College District – Job Safety Analysis

| Job Category: Police (For Specifics See Below*) | | |
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| Required and/or recommended personal protective equipment: Protective vest, portable communication device, safety equipped vehicles, latex gloves, flashlight, safe-storage syringe container. | | |
| Sequence of Basic Job Steps | Potential Hazards | Recommended Action or Procedure |
| Perform CPR and give First Aid | Bacterial/viral infections, AIDS, Hepatitis B Cuts or lacerations | Annual CPR/First Aid training. Use CPR mask, gloves. Have vaccination for Hepatitis B. Wash before eating/drinking following exposure. Proper disposal of contaminated materials. |
| Arresting offenders | Physical harm, infectious diseases | Use protective vests, gloves. Use special containers for paraphernalia. Train in arrest and control techniques quarterly. Carry handcuffs at all times. Keep communication device available at all times. Have direct connection with Sacramento City Police Service or Sacramento County Sheriff's communication system for ease in requesting back-up mobile units. |
| Transporting offenders | Physical harm | Search offender for possible weapons. Handcuff hands behind back. |
| Chemically, emotionally or psychologically imbalanced people (5150) | Physical harm | Do NOT attempt to transport alone . Handcuff and take to closest office to detain. Call Sheriff's office to pick up and transport to appropriate facility. |
| Driving and parking vehicles | Vehicle accident resulting in personal injury Criminal Activity | Check vehicle each day prior to use for safety features—brakes, lights—including emergency lights, radio communication, tires, etc. Wear seat/shoulder belt at all times. Follow safe driving rules/regulations. Practice defensive driving. Park in legal spaces, not obstructing traffic. Do not consume alcoholic beverages or other intoxicants prior to or during work. Lock vehicle when unattended. Make deliveries in daylight (when possible), park close to entrances. |
| Lifting and carrying | Strains, sprains, back injuries | Use proper body mechanics when lifting or moving heavy items. Get assistance for large/heavy items. Use handcart, wheelchairs, and gurneys for moving heavy items or people. Avoid over-exertion. |

Los Rios Community College District – Job Safety Analysis

| Job Category: College Police (For Specifics See Below*) | | |
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| Sequence of Basic Job Steps | Potential Hazards | Recommended Action or Procedure |
| Jump-starting automobiles | Explosion of battery, acid splatter | Use safety junction box and stand clear of automobile. |
| Fire | Burns, bodily injury | Follow campus procedures for emergency situations. Check location and condition of fire extinguishers on regular basis. Check interior campus lighting system and parking lot lighting systems on a regular basis. |
| 24-hour duties 7 days a week | Bodily harm | On late or weekend shifts switch communication service to Sacramento Police Department or Sacramento County Sheriff's frequency at 7 p.m. evenings and upon beginning of shift for weekend/holiday duty. Call Sheriff Dept and alert them that you are on duty. Report license number of vehicles that arouse suspicion for ID check. Carry a flashlight at all times. Note: ARC has capability of being on Sacramento County Sheriff's frequency at all times. |
| Date: July 1, 1991 / Analysis By: J. Ivery, Jr., E. Escobar / Reviewed By: Clarice Bettencourt; Revised 12/2017; 05/2019 | | |

*Note: This Job Safety Analysis form includes the following positions in the Los Rios Community College District: Campus Patrol; College Reserve Office (Temporary); Police Cadet to Officer program; Police Officer; Police Sergeant; College Safety Officer; and Police Captain