Observational Fatigue Behaviour Checklist

Level 3 – Fatigue Risk Trajectory

Step 1: The following fatigue related signs and symptoms have been categorized in terms of severity. Where three (3) or more symptoms in the mild and/or moderate category are observed within a 15-minute period, they should be reported to a supervisor and managed with appropriate mitigation strategies. Refer to the approved mitigation strategies (Step 2) to improve alertness.

Any behaviours observed in the high-risk category should be seen as indicative of unfitness to continue working. The person experiencing the symptoms should be removed from safety sensitive work tasks until they are fit to resume.

| **Behaviour Risk** | **Observed signs** | **Action to be taken** |
| --- | --- | --- |
| Mild | 🞏 Yawning and lack of energy  🞏 Slowed movements or reactions  🞏 Poor hand-eye coordination  🞏 Impaired focus or concentration  🞏 Forgetting procedures  🞏 More quiet or withdrawn than usual | The more behaviours checked, the greater the likelihood for the onset of fatigue. Employee should be instructed to self-monitor for worsening of symptoms. Increased supervision or oversight of work may be required. |
| Moderate | 🞏 Rubbing of eyes or blurred vision  🞏 Slurred, slowed, or garbled speech  🞏 Failure to communicate important information  🞏 Failure to anticipate events or notice hazards  🞏 Increased stress, anxiety, or irritability  🞏 Impatience or decreased tolerance | It is likely that fatigue is increasing and impairing performance behaviours. Incorporation of a rest and recovery break may be necessary. Supervisor to discuss appropriate mitigation strategies with employee. |
| High | 🞏 Heavy or drooping eyelids  🞏 Head dropping or bobbing  🞏 Drifting off or microsleeps  🞏 Poor decision making  🞏 Increase in risk taking behaviour  🞏 Making errors  🞏 Impaired judgment or problem-solving ability  🞏 Ignoring procedures  🞏 Uncontrolled temper or aggression | Employee is unfit to safely continue duties. Removal from safety sensitive work is required and incorporation of a rest and recovery break is necessary. Supervisor to discuss additional mitigation strategies before a return to duties is permitted. |

Approved Strategies

Step 2: Select the appropriate strategies from the following individual and supervisor controls.

Note: The employee must immediately communicate any increase in drowsiness or decrease in alertness levels.

| Individual Controls **t**o Boost Alertness and Safety | Supervisor Controls **t**o Reduce Errors and Incidents |
| --- | --- |
| 🞏 Ingest caffeine, but limit use 5-6 hours before bed | 🞏 Allow for napping/recovery time |
| 🞏 Increase check-in frequency when working alone | 🞏 Defer non-urgent work |
| 🞏 Increase physical activity | 🞏 Defer safety sensitive tasks |
| 🞏 Defer to a second opinion | 🞏 Delay decision-making where appropriate |
| 🞏 Delay decision-making where appropriate | 🞏 Employee to check in every \_\_\_\_\_\_minutes |
| 🞏 Consider alternatives to driving home | 🞏 Employee has safe transport home |
| 🞏 Reduce temperature where possible | 🞏 Identify need for additional breaks throughout shift |
| 🞏 Use light therapy device | 🞏 Increase cross-checking of work by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 🞏 Increase hydration | 🞏 Increase face to face supervision |
| 🞏 Avoid sugary drinks and snacks | 🞏 Increase length or frequency of breaks |
| 🞏 Try stimulating aromas (e.g., spearmint gum, peppermint tea, citrus drinks, eucalyptus oil) | 🞏 Reallocate duties to another person or another time |
| 🞏 Ingest high protein, low carbs (e.g., energy bar, nuts, yogurt, peanut butter, etc.) | 🞏 Remove worker as primary operator |
| 🞏 Utilize checklists to minimize errors | 🞏 Utilize job rotation |
| 🞏 Increase social interaction with co-workers | 🞏 Utilize task rotation |
| 🞏 Try brain games to keep you engaged during monotonous work (e.g., crosswords, Sudoku) |  |

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Supervisor Signature Employee Signature