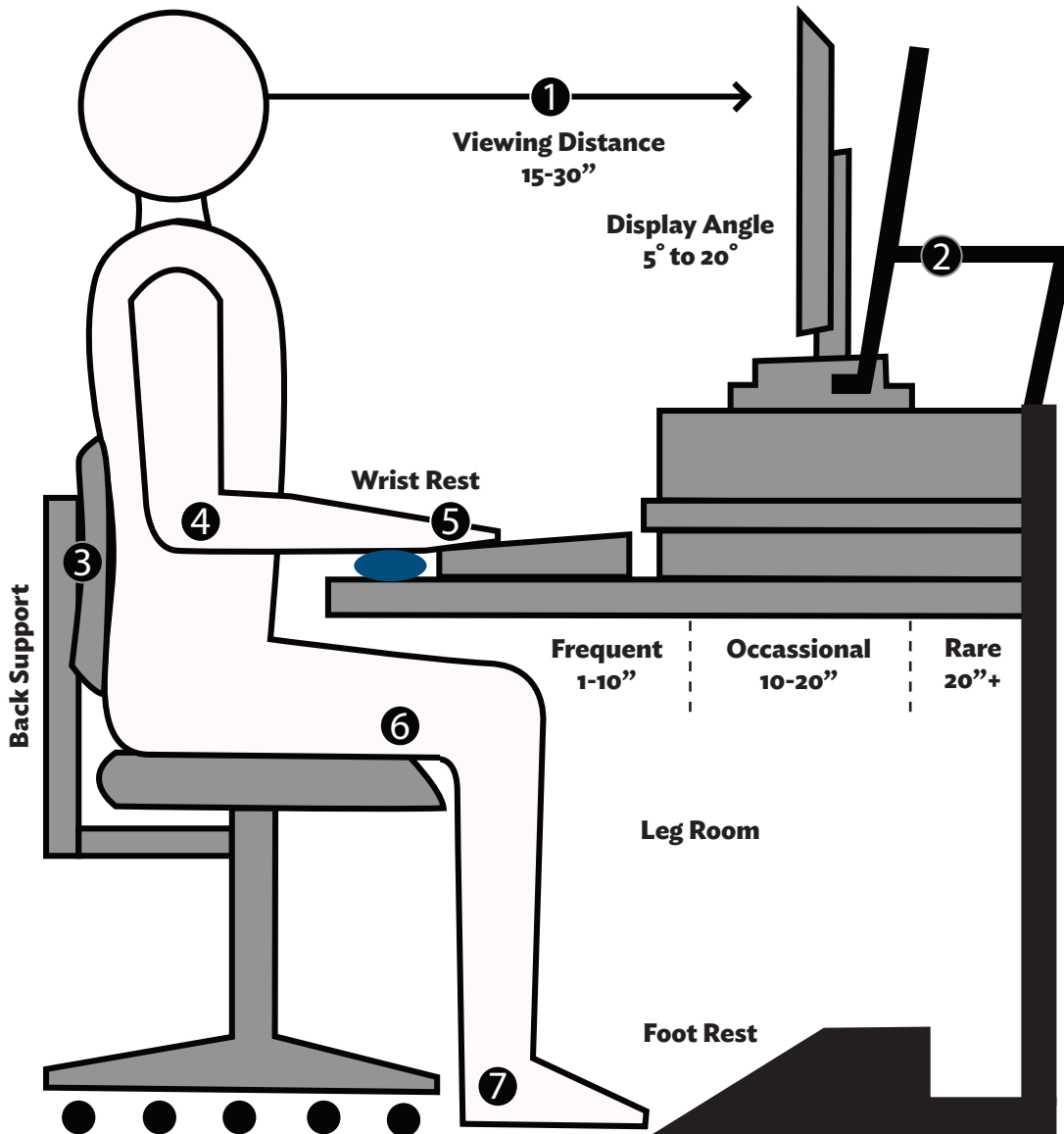


OFFICE ERGONOMIC CHECKLIST



- When sitting, get up and move or change your posture at least every hour.
- Consider using a hands-free headset if you spend time talking on the phone.
- Take frequent stretch breaks to “roll” your shoulders back and stretch your hands after typing or using a mouse.
- Drink more water! The average person should drink between 60 to 128 ounces of water per day.

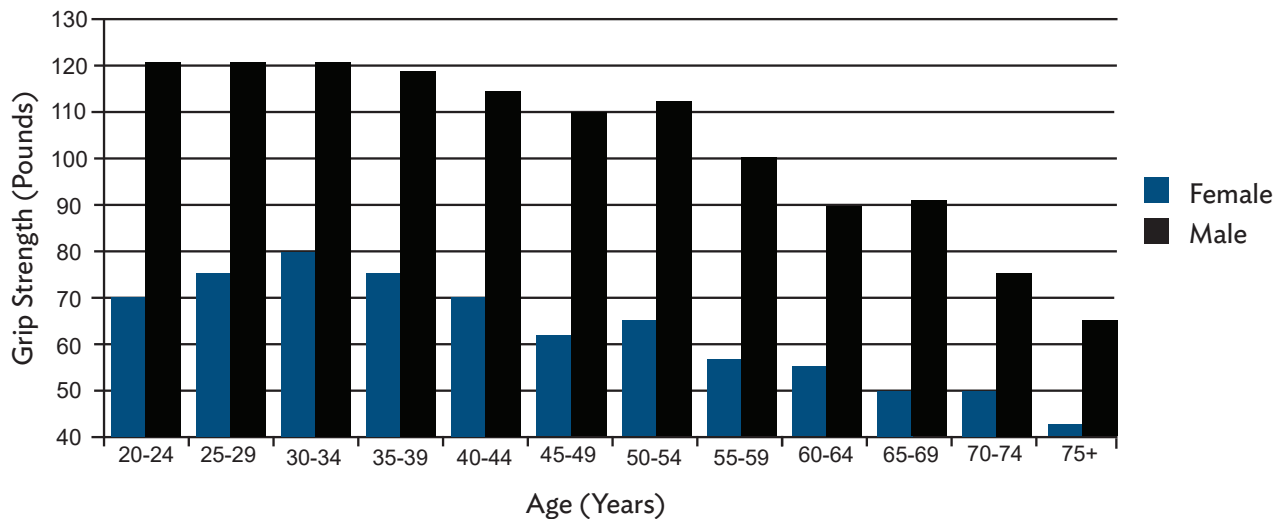
CHECKLIST

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> 1. MONITOR: Top line is at eye level and slightly lower for bifocal wearers, screen distance is at arm’s length. <input type="checkbox"/> 2. DOCUMENT HOLDER: Placed at about the same height and distance as monitor screen. <input type="checkbox"/> 3. CHAIR BACK: Provides firm low back support and is adjustable for height and tilt. <input type="checkbox"/> 4. KEYBOARD: Placed at a height that promotes relaxed arms with forearms parallel to the floor. | <ul style="list-style-type: none"> <input type="checkbox"/> 5. DESK: Height that promotes the wrists in a neutral position and are free of sharp or square edges (padded wrist rests if needed). <input type="checkbox"/> 6. CHAIR PAN: Promotes the thighs being parallel to the floor and does not press against the back of the knee. <input type="checkbox"/> 7. FOOT REST: Feet are flat on the floor or supported by a footrest if needed. |
|--|--|

GRIP STRENGTH

A New Vital Sign

Grip Strength-Dominant Hand



An 11 lb (5kg) decrease in grip strength was linked to:

- 16% increase in death overall
- 17% increase in both cardiovascular and non-cardiovascular mortality
- 7% increase in the risk of heart attack
- 9% increase in the risk of stroke.

These findings were broadly consistent across different countries and economic levels.



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