



Athletes in Overalls: Movement Health + Wellness for Injury Prevention, Increased Efficiency and Career Longevity

What: From April 2023 to September 2024, Labor-Movement coached five Maine farms in movement health + wellness for injury prevention. This included (3) Movement Workshops, (5) Coaching Days, and allowed for farm owners, managers, and workers to access Labor-Movement as a coach and resource in between in-person contacts.

Additionally, during the 18 months Farm Coaching, each farm developed 2-3 SOPs related to the health + wellness of the crew and injury risk management for the farm. These were implemented during the 2024 season. Four farms were successful in developing and implementing these SOPs.

SOPs following are from these Maine farms:

Broadturn Farm, Scarborough, ME

flower farm with some vegetable production.

Team size: 10-11, with 3 full-time, year round positions*

Bumbleroom Organic Farm, Windham, ME

MOFGA-certified organic vegetable and flower farm

Team size: 9-12, with 2 full-time, year round positions*

Calyx Farm, Morrill, ME

MOFGA-certified organic mixed vegetable farm

Team size: 5-8, with 2-3 full-time seasonal positions

Whatley Farm, Topsham, ME

MOFGA-certified organic mixed vegetable farm (year round production)

Team size: 8-10, with 3-4 full-time, year round positions

This work was supported by USDA/NIFA under Award Number 2021-70027-34693

Hot Work Day SOP

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Purpose: To protect farm employees from dangerously high temperatures in the field that can lead to dehydration and other heat-related illness

CONDITIONS

- If high temperature (or heat index) is above 90 degrees **and/or**
- There are local heat advisories **and/or**
- Farm owners/managers deem conditions too extreme for working

NORMS

- Owners/managers will notify the team of earlier start and end times by the end of the previous work day (or by Sunday evening if the earlier start will be on Monday) in order to avoid the hottest part of the day
- The team will take mandatory, frequent water breaks out of direct sun, ideally in the chicken house (at least once every 2 hours)
- Electrolyte tablets will be available to staff
- High tunnels, caterpillar tunnels, and greenhouse tasks should be avoided if possible
- Extra sun protection measures will be encouraged
 - Hats
 - Sunscreen
 - Sun-shirts
 - Sunglasses
- Expect consistent check-ins! How is everyone feeling?
- Employees will be encouraged to be especially aware of the needs of their bodies and to take additional breaks of their own volition if needed
- Refer to the "[Heat Related Illness](#)" flier for signs and symptoms of heat stress

Reporting Workplace Injuries SOP

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Date: 03/20/24

1—Purpose

Bumbleroot is committed to providing a safe and healthy work environment for all of our employees. The purpose of this SOP is to outline how to report injuries that occur in the workplace or are aggravated by workplace tasks, and to highlight the importance of reporting such injuries as soon as they occur.

- a) Our primary goal is for our staff to get the care they need so that the injury doesn't get worse or persist longer than necessary.
- b) We want our staff to be at work as much as possible and get a full paycheck without having to use PTO and will make accommodations/alter work accordingly (ie. finding light duty tasks to perform, avoiding heavy lifting, etc.)

2—Responsibility

It is the responsibility of each employee to be aware of their own body's needs, physical limits. All employees are encouraged to follow safe work practices and to report any unsafe conditions to their manager.

3—Procedure

If you incur an injury or illness in the workplace, or if you witness an incident on the premises resulting in injury or illness;

1. Report it to your manager immediately. They will support you in any way possible and will walk you through next steps.
2. For serious injuries:
 - a. Ask a manager to call 911 and request an ambulance.
 - b. Ask a manager to drive you to the nearest hospital or urgent care center.
 - c. If you are not sure if your injury requires immediate attention and you would like advice from a medical professional, call your doctor or call the **MEMIC Nurse Line (855-778-6111)**.
3. For minor injuries:
 - a. Utilize first aid kits to clean or decontaminate the wound. First aid kits are kept in the chicken house and all farm vehicles. Ask a co-worker for help!
 - b. Take a break and rehydrate - get out of the elements and sit down to allow your body to rest. This will help you to fully check in with your body and assess your situation.

- c. Once you are safe, check in with your manager to assess next steps.
 4. Your manager may suggest that you go to an urgent care center to get your injury checked out. Here are the steps for urgent care:
 - a. Local Urgent Care Options:
 - i. Concentra, South Portland - specializes in Workers Compensation
 - ii. [OrthoAccess Walk-in Clinic](#), Portland (near Thompson's Point) - specializes in orthopedic injuries
 - iii. ConvenientMD, Westbrook - probably the closest
 - iv. Maine Medical Center Urgent Care, Brighton Ave - serious injuries
 - b. Your manager will provide a workers compensation claim number. Please note that MEMIC is our workers compensation insurer.
 - c. Do not use your personal insurance card.
 - d. Ask for an M-1 (work restrictions report) from the physician you see and text or email a photo to your manager or bring it to work the following day.
 - e. Discuss your care plan and work restrictions with your manager to chart a path forward.
 - i. **Wages** - We will pay employees for any time spent at urgent care as a result of a workplace injury.
 - ii. **Work Restrictions** - We are happy to accommodate restrictions and will do our best to find light duty work when possible.
 - iii. **Follow up appointments and PT** - Our preference is that employees take PT outside of working hours if possible. We can accommodate time off for PT appointments, however PTO must be used for this time.
 - iv. **Payroll reporting**- Please note hours spent at urgent care/PT in the notes section of your timesheets.
5. After the injury has been treated, continue to check in with your manager(s) about necessary accommodations for your injury or repercussions from your injury so that we can limit further discomfort and future issues.

Tote Wash & Cleanup SOP

Bumblersoot Organic Farm, Windham, ME is a certified, organic seasonal flower & vegetable farm

Date: 03/13/24

1—Purpose

Our tote wash and farm cleanup ensures we are reset, clean, and sanitized for a safe harvest/wash/pack. Tote washing takes place every Monday and Thursday afternoon or before harvest/pack as needed. Efficiency and fluidity are key here - cleanup should take 1hr at most.

2—Responsibility

Tote washing is a **4 person maximum** job. The remainder of the cleanup duties will fall to the rest of the staff.

3—Materials (Located on shelves next to sink and below pack table)

- Pump sprayer (2 gallon) with bleach solution (2.5 oz. / gallon of water)
- Hose
- Scrub brushes
- Hand towels, broom and dustpan, etc

4—Procedure

1. Line up dirty totes/flower buckets in the gravel area near the wash station.
 - a. *Keep totes like with like to make stacking and storage more efficient*
2. Person 1 will use the pressure hose to spray down the totes inside and out
3. Person 2 will spray totes with bleach solution
4. Persons 2 / 3 / 4 will scrub the totes with brushes (quick & thorough!)
5. Person 1 will follow with the hose to rinse off bleach solution
6. Person 2 will follow with the backpack sprayer of bleach solution to thoroughly coat totes.
7. Totes are left to dry then stacked and stored on the pallets alongside the chicken house and shed 2.
8. *This process repeats itself in a loop. Find ways to be helpful and continue*

**** For those who aren't washing totes, divide and conquer the following:**

moving!

- Cooler clean out (emptying old totes for compost, organizing, etc.)
- Clean & sanitize clippers and harvest knives
- Chicken house cleanup (organization of pack area and employee area, wiping down surfaces, sweeping, take full trashbags to dumpster, etc.)
- Emptying used plug trays and cleaning up greenhouse area
- Clean out van and farm truck
- Stock harvest bins for vehicles
- Clean and sanitize tables, tubs, carts, and shelves
 - Rinse, spray with bleach solution

Broadturn Farm SOPs

Broadturn is a flower farm growing on 9 acres in Scarborough, ME

1. **Farm Accident or Injury Report Form**

- **Purpose** - Documentation of Farm Accidents or Injuries that occur at farm location (388 Broadturn Rd. Scarborough, ME 04074), or during farm work (ex. deliveries, installations/weddings).
- **Purpose** - To protect farm employees from exacerbating minor musculoskeletal injuries into more significant acute or chronic injuries.
- **Conditions** - report of musculoskeletal injuries (sprains, fractures), cuts/abrasions, including any injuries sustained while using farm equipment.
- **Norms**
 - report any significant cuts or abrasions that occur as a result of work while on duty.
 - render first aid, as needed and within capacity and training of other farm staff, or call for EMS
 - report any significant musculoskeletal injury requiring immediate attention that occurs as a result of work while on duty.
 - **Injuries requiring EMS: call 9-1-1**
 - **Farm address is: 388 Broadturn Rd. Scarborough, ME 04074**
 - report minor injuries that, if left unattended, may result in need for days off, medical consult, or an injury that becomes more significant.
 - ex. 'tweaked knee', repetitive use injuries
 - if non-emergent, determine if employee will seek medical attention or self-tend injury
 - if non-emergent, determine if employee will be assigned light work to assist in healing process
- First Aid Kits are located in several locations around the farm for ease of access. Kits can be found in the Silver Barn, the bathrooms, the EI, the Well Pump House, and all farm vehicles (not including golf carts.) Each First Aid Kit is stocked with bandages, gauze and tape, alcohol prep pads, pain relief medications, and antihistamines. First Aid Kits are checked and restocked at the beginning of each season. Crew will be informed to let leadership know when an item is running low.

2. Employee Intake Medical History Questionnaire

- **Purpose** - Documentation from new and returning employees concerning past or current medical and musculoskeletal history that might affect ability to perform some farm tasks.
- **Purpose** - Documentation is to assist farm owners and managers provide a safe work environment for employees to meet performance demands without putting them in situations that may exacerbate their well-being.
- **Purpose** - Documentation of medical history, including conditions and medications, may help responders in the event of accident or illness, including traumatic injury, medical injury, and environmental injury including anaphylaxis or heat-related events.

- **Conditions** - New employees will be requested to fill out a Medical History Questionnaire, to the best of their ability, during onboarding.
 - All information will be kept secure and private, unless necessary to render medical attention, on-site by farm employees or First Responders/EMS
- **Conditions** - All returning staff will be asked to update their Medical History Questionnaire on a yearly basis.

- **Norms** - Employees will be encouraged to understand how their past medical history, including musculoskeletal injuries, medical conditions, and use of prescription or over-the-counter medications may affect their well-being in relation to prolonged physical activity in variable weather conditions and work-related stresses.
- **Norms** - The forms are shared with pertinent leadership staff to be well informed of our employees' current and potential medical needs and risks. Forms are then filed in the desk in the EI for quick reference.

3. Hot Work Day SOP

- **Purpose** - To protect farm employees from changing weather conditions, specifically high temperatures and humid environments, that can lead to dehydrations and heat-related illnesses, including heat exhaustion and heat stroke.
- **Conditions** -
 - If high temperature (or heat index) is above 90 degrees **and/or**
 - There are local heat advisories **and/or**
 - There are air quality warnings **and/or**
 - Farm owners/managers deem conditions too extreme for working
- **Norms** -
 - Owners/managers will notify the team of earlier start and end times by the end of the previous work day (or by Sunday evening if the earlier start will be on Monday) in order to avoid the hottest part of the day
 - The team will take a mandatory break, including a 30 minute breakfast break mid-morning. Employees are encouraged to self-monitor and take breaks outside of scheduled mid-morning break when needed.
 - Breaks will be out of direct sun, ideally in the air-conditioned Silver Barn.
 - Breaks will be no more than 3 hours between.
 - Electrolytes are provided by the farm and are located in the break area of the Silver Barn. Staff is educated and encouraged to use electrolytes as they see fit.
 - Work in high tunnels and greenhouses is avoided on hot work days if possible. If critical work is necessary, such as harvesting, in the high tunnels or greenhouses, it is prioritized for the morning to avoid working in the hottest part of the day.
 - Extra sun protection measures encouraged:
 - Ball caps or wide brimmed hats
 - Sunscreen
 - Sun-shirts/long sleeves
 - Sunglasses
 - Check-ins within groups working together will be frequent
 - Lone workers will have walkie for communication, or cell phone.
 - Employees will be encouraged to assess the needs of their bodies and take additional breaks of their own volition, when needed.
 - Employees will be encouraged to understand their physical and medical history and how they may be affected by extreme weather conditions, which may include adverse reactions for some who take medications.
 - Refer to CDC "[Heat Related Illness](#)" flier for signs and symptoms of heat stress.

Whatley Farm [updated 4/24/24]

Whatley Farm is a year round, certified organic vegetable farm in Topsham, ME

SOPs

• 1. LIFTING SOP

- **General lifting tips:**
 - Lifting heavy things: athletic stance, engage core, glutes, eyes up; use big muscles
 - Neutral spine, good posture
 - You can use your knees: put your body 45 degrees to the containers, lift onto one knee, then stand up keeping your eyes up and spine neutral
 - Hold the weight close to your center/core
 - Know what you're lifting—is it a heavy crate of cabbage or a light crate of greens? Don't be cavalier
 - Pour into orange crate (stacked on top of an empty one to raise it up off the ground)
- **Avoid doing:**
 - Don't lift with your back
 - Don't lift heavy things over your head/shoulders
 - Don't put heavy things up high
- Quick reference for harvest containers (what goes in which, how much it weighs, etc):
 - 5-gallon buckets: loose root crops (carrots, beets, potatoes etc) weigh ~22 lbs; also cut greens (to keep clean); carry 2 at a time for a balanced load
 - Orange (heavy crops like roots, peppers, eggplants, onions, etc)
 - Roots in orange weigh 45 lbs (only pour 2 buckets in)
 - Green (light crops like greens, lettuce, herbs)
 - PACK-OUT in blue (heavy stuff like roots, cucumbers), weighs 40 lbs
 - PACK-OUT in red (lighter stuff like peppers, eggplants, greens)
 - PACK-OUT in gray (really light stuff like bagged greens)
- Carry the weight the shortest distance possible:
 - Start from the back of the bed, so when you finish you're closer to where you're loading
 - Use dollies/carts/trucks
- TEAM LIFTING: Communicate, choose a leader, go slow
 - What do we team lift: fert spreader, roaster, seedling cart
 - Seedling Cart
 - Need a leader who will check in "ready? Set. Push!"
 - Communicate!
 - Go slow, set and line it up carefully, and support each other
 - The person on the downhill side has more ability to bear the weight by using their big muscles (glutes)
 - 2 shelves max of 4" pots, with smaller pots on top
 - 4 shelves max

- **2. Tool setup/adjustment SOP**

- How to adjust harnesses, wheel hoes, etc for individual heights:
- Harvest Harness for picking buckets:
 - Make sure you have your own harness labeled with your name, so you can keep yours adjusted for you
- Jang Seeder
 - There is 1 adjustment for handle height, which is loosened/tightened by 2 screws on side
- Wheel Weeder
 - There are 3 positions for the handle, which you need 2 wrenches to adjust (kept on a carabiner on the tool)

- **3. Body Awareness/Mindfulness “Taking Care of Yourself at Work”**

- **Hydrating**
 - Bring a large water bottle from home (32+oz), or 2 smaller ones so you can bring enough into the field to last 2-3 hours
 - Cold filtered water is available in the walk-in cooler to fill your bottles
 - It is better to drink small amounts (8 oz) at once, and do so frequently before you feel thirsty, than to drink your whole bottle after you become parched.
 - Don't wait until you're thirsty! You are already dehydrated when your body sends you the thirst signal.
 - Your pee should be pale yellow. If it is dark in color, you are dehydrated.
 - When working in a heat wave, OSHA advises you to drink 8 oz water every 15 minutes (1 quart per hour).
 - Water coolers >> we have 4x five-gallon igloo coolers, 2 should always have water in them. Put 1-2 empty coolers for Ben to fill for next day
- **Fueling:**
 - Eat a good breakfast and bring snacks for the field to keep you fueled until lunch. Sandwiches, fruit, granola bars, nuts and trail mix are a few easy foods to bring your backpack for fueling.
- **Environmental awareness/weather check:**
 - Check the weather forecast before dressing for the day, and make sure you dress in layers so you can adjust. Non-cotton base layers wick moisture away from your body, keeping you warmer and dryer even if it's raining. Cotton, on the other hand, helps you stay cooler in the summer because your sweat can provide evaporative cooling.
- **Changing up body positions**
 - Find multiple body positions to accomplish tasks in, for example:
 - squatting, supported bend over, kneeling
 - Switching sides
- **Warm-up routine - every morning (5 minutes):**
 - 2 routines alternating, with stretches listed
 - Rotate stretch leader, they choose their favorites, leave time at end for free form to stretch what you need to

4. SOP: Loading/Unloading the Truck for Market

- Using Dollies, max weights/heights—don't stack higher than the dolly (if you have to in certain circumstances, use a step stool and put something light up top)
- Use shorter dollies for heavy blue loads (handles are lower on those dollies, which makes it easier to handle heavy loads). Use tall "Liberator" dolly for and light red and gray loads.
- Making stacks—don't stack more than 4 heavy blue crates together (if you have a stack of 4 heavies, break in 2 and 2, then put light stuff on top), to keep loads around 160 lbs, instead of 200 lbs or more
- Take out shelves in both walk-ins in summer when bags of roots aren't being stored
- Heavy stacks on the truck first, so we can stack light crates on top if needed
- SAFETY: Always be uphill of your dolly and your load: back up the ramp, drive down straight

Reporting Workplace Injuries SOP

Calyx Farm

CALYX FARM IS A CERTIFIED ORGANIC VEGETABLE FARM IN MORRILL, ME

1—Purpose

We are committed to providing a safe and healthy work environment for all of our employees. The purpose of this SOP is to outline how to report injuries that occur in the workplace or are aggravated by workplace tasks, and to highlight the importance of reporting such injuries as soon as they occur.

- a) Our primary goal is for our staff to get the care they need so that the injury doesn't get worse or persist longer than necessary.
- b) We want our staff to be at work as much as possible and get a full paycheck without having to use sick or vacation time, and will make accommodations/alter work accordingly (ie. perform light duty tasks, avoiding heavy lifting, etc.)

2—Responsibility

It is the responsibility of each employee to be aware of their own body's needs and physical limits. All employees are encouraged to follow safe work practices and to report any unsafe conditions to their manager.

It is an employee's responsibility to share information about chronic injuries with Alex/Catherine via the Medical History Form that is provided.

3—Procedure

If you incur an injury or illness in the workplace, or if you witness an incident on the premises resulting in injury or illness, follow this procedure:

1. Report it to Alex immediately. He will support you in any way possible and will walk you through the next steps.

2. For serious injuries:

- a. Call 911 and request an ambulance. The farm is located at **133 N Main Street in Morrill, ME**. North Main Street is also Route 131.
- b. Ask Alex/Catherine to drive you to Waldo County General Hospital, located in Belfast.

3. For minor injuries:

- a. **Wounds:** Utilize first aid kits to clean or decontaminate the wound. First aid kit is found in the packshed and basic supplies are also in the truck.
- b. **Musculoskeletal (soft tissue injuries);** rest, ice, elevation, compression
- Take a break and rehydrate - get out of the elements and sit down to allow your body to rest. This will help you to fully check in with your body and assess your situation.
- If you are not sure if your injury requires immediate attention and you would like advice from a medical professional, call your doctor or call the MEMIC Nurse Line (855-778-6111)
- Once you are safe, check in with Alex to assess next steps and come up with a plan (days off versus light duty work).

4. Alex/Catherine may suggest that you go to a walk-in clinic with either scenario to get your injury checked out. Here are the steps:

- a. Local Walk-in Clinic Options:
 - i.. Seaport Health Walk-in Clinic in Belfast
 - li. Convenient MD in Belfast
- b. Alex/Catherine will provide a workers compensation claim number. Please note that MEMIC is our workers compensation insurer.
- c. Do not use your personal insurance card.
- d. Ask for an M-1 (work restrictions report) from the physician you see and text or email a photo or bring it to work the following day.
- e. Discuss your care plan and work restrictions with Alex/Catherine to chart a path forward.
 - i. Wages - Employees will be paid for any time spent at urgent care as a result of a workplace injury with their available sick time.
 - ii. Work considerations and/or restrictions - Discuss plans for reasonable work accommodations, including light duty work when possible.
 - iii. Follow up appointments - Employees can use allotted sick time to attend follow-up medical or physical therapy appointments. Accommodations of work schedule can be made with prior notice.

5. After the injury has been treated, continue to check in with Alex/Catherine about recovery in order to decrease the likelihood of recurrence and support healing.

Hot Work Day SOP

Calyx Farm

Purpose: To protect farm employees from dangerously high temperatures in the field that can lead to dehydration and other heat-related illness

CONDITIONS

- If high temperature (or heat index) is above 85-90 degrees **and/or**
- There are local heat advisories **and/or**
- Farm owners/managers deem conditions too extreme for working

NORMS

- Alex and Catherine will notify the team of earlier start and end times by the end of the previous work day (or by Sunday evening if the earlier start will be on Monday) in order to avoid the hottest part of the day. Start time may be as early as 5am but more likely 6am.
-
- If temperature (or heat index) is above 95 degrees, an alternate work schedule may be discussed as a team to avoid the hottest part of the day.
- The team will take mandatory, frequent water breaks out of direct sun, in the shade or packshed (every 1-1.5 hours).
- - Water is available in all of the high tunnels, seedling house and packshed.
 - There will be a cooler available with ice water in the shade of the tree line by the south field.
- Electrolytes will be available to staff
- High tunnels, caterpillar tunnels, and seedling greenhouse tasks should be kept to a minimum and avoided at the hottest part of the day, if possible. If harvesting has to happen, it will happen as early in the day as possible and with the whole crew to minimize the amount of time spent under plastic. There will most likely be shade cloth on the tunnel, as well.
- Extra sun protection measures will be encouraged, and sunscreen will be available
 - Hats, Sunscreen, Sun-shirts, Sunglasses
- Managers will check-in with crew frequently throughout the day
- Employees will be encouraged to be especially aware of the needs of their bodies and to take additional breaks, if needed
- Make sure crew members are aware of signs of heat exhaustion and heat stroke. See poster in packshed and seedling house.

Farmer Medical Form

Health + Wellness Information

Name

First last

Date of Birth

Month Day Year

Mobile Number

Area Code Phone Number

Email

example@example.com

Address

Street Address

City, State, Zip

Emergency Contact

Name

First Name Last Name

Relationship to Farmer

Family, Partner/Spouse, Friend, etc.

Cell Number

Area Code

Phone Number

Name (secondary contact)

First Name

Last Name

Relationship to Farmer

Family, Partner/Spouse, Friend, etc.

Cell Number

Area Code

Phone Number

Farmer's Medical History

Allergies to medications, foods, environmental conditions, etc.? Please List

Relevant medical conditions? Please List

Past or current injuries? When did this occur?

Notes:

any added health information that could be helpful to ensure best work needs?

- SAMPLE -

FARM ACCIDENT/INCIDENT REPORT FORM

{Farm Name}

Date of incident: _____ Time: _____ AM/PM

Weather conditions: _____

Name of injured person: _____

Address: _____

Phone Number(s): _____

Date of birth: _____ Male _____ Female _____

Description of injury: _____

Details of incident: _____

Were there any witnesses? Yes ___ No ___

Name of witness(es): _____

Address of witness: _____

Phone number: _____

Was a witness statement obtained? Yes ___ No ___

Was first aid administered at the farm? Yes ___ No ___

If yes, describe actions taken: _____

Did injury require EMS/hospital visit? Yes ___ No ___

Name of hospital: _____

Hospital phone number: _____

Employee investigating scene: _____

Any corrective measures taken? _____

Any photographs taken? Yes ___ No ___

Signature of injured party

X _____ Date

***No medical attention was desired and/or required:**

X _____
Signature of injured party if medical attention declined Date

.....

Name of person filling out report _____

Signature

X _____ Date

Name of farm owner/manager _____

Signature

X _____ Date