

NZART score sheet

Company and task details

Company name:
Name/purpose of task:
Location of task:
Team/individuals involved:
Task description:
What is the weight of any items handled:
Which side of the body is primarily involved:
What hand tools are used:

Production rate and repetition

What is the production rate: (units per shift, hour, or minute - indicate as appropriate)
How often is the task repeated: Every _____ seconds
How often is the task carried out within the business: (daily, weekly, monthly)
How often does a worker perform the task: (daily, weekly, monthly)
Do workers rotate to other tasks? If so, what tasks? For example, do they give the worker an opportunity for rest and recovery of repetitive movements, or are they carrying out similar movement patterns using their upper limbs?

Breaks

How long does a worker perform the task?

Without a break: (hours)																				
In a typical day or shift (excluding breaks): (hours)																				
If you find it helpful record breaks below: <table border="1"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table> First hour → 																				

Are there indications that the task is high risk for WRMSDs?

- The task or similar tasks have a history of upper limb incidents or injuries. For example, reports in the accident register, lost time, week away from work reports.
- There are signs workers find the task difficult. For example, wearing arm supports or bandages, workers complain about or report aches, pains, numbness, or tingling, workers have made changes to the work equipment, furniture, or tools. Ask the workers if they have any of these symptoms.
- Other indications? If so, what:

Notes

Assessment completed by

Name of assessor:
Signature:
Date: DD / MM / YEAR

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RISK FACTORS	LEFT ARM SCORE (COLOUR BAND, AND NUMERICAL SCORE)	RIGHT ARM SCORE (COLOUR BAND, AND NUMERICAL SCORE)	POSSIBLE CONTROL MEASURES TO REDUCE THE RISK OF RED AND AMBER FACTORS
2.1 Arm movements			
2.2 Repetition			
2.3 Force			
2.4 Head/neck position			
2.5 Back position			
2.6 Arm position			
2.7 Wrist position			
2.8 Hand/finger grip			
2.9 Breaks			
2.10 Work pace			
2.11 Other factors			
TASK SCORE			
2.12 Duration multiplier	x	x	
EXPOSURE SCORE			
2.13 Psychosocial and work organisation (or individual) factors present	List the factors present:		

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Is further investigation needed?

Use the checklist below to identify if you need to complete further assessment.

CONSIDER FURTHER ASSESSMENT IF ANY OF THE FOLLOWING APPLY	TICK IF ANY APPLY
<p>Individual factors</p> <p>The task is carried out by workers who may be at significant risk. For example, workers who:</p> <ul style="list-style-type: none">- are new mothers or pregnant- are young workers- are older workers- are new to the job or workforce- have a disability, significant health condition, injury, or are recovering from an injury particularly if this affects their neck or upper limbs.	<input type="checkbox"/>
<p>Biomechanical and physical factors</p> <p>For example:</p> <ul style="list-style-type: none">- the loads handled weigh more than 8kg (also consider using NZMAC)- the repetitive work is very intense for short periods of time (for example, less than 2 hours)- the repetitive work occurs for more than 8 hours- workers are regularly exposed to hand-arm vibration (HAV) at some point during most shifts or tools create or transmit shock or torque/twisting forces. Such as, from using powered tools, handheld or hand-guided tools, hand-fed workpieces, or vibrating equipment. Impulsive tools such as chipping hammers, needle guns, hammer drills and rotary tools such as grinders and sanders may quickly exceed recommended action levels and may need particular attention.	<input type="checkbox"/>
<p>Work organisation factors</p> <p>For example, the jobs or tasks:</p> <ul style="list-style-type: none">- require workers to keep up with a rate of work imposed by a process- are monotonous, workers repeat the same work tasks over-and-over- have pay incentives that affect how workers complete the work (such as piece work)- have shiftwork or workers regularly work additional overtime shifts/hours- require special information, training or require high levels of attention or concentration for its safe performance- need workers to wear personal protective equipment (PPE) or clothing and the movement, posture, or grip is hindered.	<input type="checkbox"/>
<p>Environmental factors</p> <p>Environmental factors, clothing, PPE, and work activities may combine to place additional physiological demands on workers. For example:</p> <ul style="list-style-type: none">- workers are sweating a lot which may lead to dehydration- the work is carried out in cold environments or draughts, particularly if cold air is blowing over the hands- cold tools, work items, or objects are held or used.	<input type="checkbox"/>
<p>Psychosocial factors</p> <p>Workers consistently identify the same types of psychosocial factors. For example:</p> <ul style="list-style-type: none">- high job demands or workloads (mental or emotional)- lack of control over how they complete their work (freedom or autonomy)- lack of support (from managers or colleagues)- low job satisfaction (unsatisfied with their jobs or have poor work-life balance)- low role clarity (unclear of their responsibilities and expectations).	<input type="checkbox"/>

If you have ticked that any of the factors apply you may want to investigate these further. The [Contributing factors for musculoskeletal risks checklist](#) can be used. Other assessment tools that focus on different risk factors may provide you with more information and ideas for controls.