

## NAUKI FARMACEUTYCZNE: EDUKACJA, EKONOMIKA I ZARZĄDZANIE

DPhil (Pharmacy), Professor Tolochko V.M.,  
PhD (Pharmacy), assistant professor Zarichkova M.V.,  
PhD (Pharmacy), assistant professor Artiukh T.O.,  
PhD (Pharmacy), assistant professor Muzyka T.F.  
+38 (057)7327558  
e-mail: uef-ipksf@mail.ru

### RESEARCH OF OCCUPATIONAL SAFETY AND HEALTH OF PHARMACY PROFESSIONALS AS A PART OF ADAPTIVE MANAGEMENT OF ORGANIZATIONAL CULTURE OF PHARMACY INSTITUTIONS IN UKRAINE

### ДОСЛІДЖЕННЯ ОСОБЛИВОСТЕЙ ОХОРОНИ ПРАЦІ СПЕЦІАЛІСТІВ ФАРМАЦІЇ, ЯК СКЛАДОВОЇ АДАПТИВНОГО УПРАВЛІННЯ ОРГАНІЗАЦІЙНОЮ КУЛЬТУРОЮ АПТЕЧНИХ ЗАКЛАДІВ В УКРАЇНІ

**Tolochko V.M., Artiukh T.O., Zarichkova M.V., Muzyka T.F. Research of occupational safety and health of pharmacy professionals as a part of adaptive management of organizational culture of pharmacy institutions in Ukraine.**

Basic requirements on occupational safety and health issues are studied in the article. Employers and employees of Ukrainian pharmacy institutions shall meet these requirements as a part of adaptive management of organizational culture. It is established that the documents regulating occupational safety and health are important for employees of pharmacy institutions of all types of ownership, and they may be included to a separate section of corporate code of a pharmacy institution. The article deals with the basic compulsory components of occupational safety and health system depending on the number of employees in pharmacy institutions taking into account the specific nature of their activity and adaptive management of organizational culture. Guarantees from the state for occupational safety and health in pharmacy institutions, terms for providing the safe working conditions required for work performance, leisure, food, receiving the social benefits are clarified. According to the

considered documents, the conditions for creating the occupational safety and health service have been specified as a part of the adaptive management of organizational culture, collective bargaining, internal labour regulations, safety instructions, etc. within the corporate code and social responsibility of pharmacy institutions that will be useful for practical application. *Keywords:* occupational safety and health, pharmacy institutions, safe working conditions, employees of pharmacy institutions, employers, occupational safety and health service, organizational culture, adaptive management.

**Толочко В.М., Зарічкова М.В., Артюх Т.О., Музика Т.Ф. Дослідження особливостей охорони праці спеціалістів фармації, як складової адаптивного управління організаційною культурою аптечних закладів в Україні**

У статті досліджено основні вимоги з питань охорони праці, яких повинні дотримуватись роботодавці й працівники аптечних закладів України, як складової адаптивного управління організаційною культурою. В межах даної публікації розглянуто основні складові системи охорони праці, обов'язкові для виконання, в залежності від кількості працюючих в аптечних закладах з урахуванням специфіки їх діяльності та адаптивного управління організаційною культурою. З'ясовані гарантії з боку держави про охорону праці в аптечних закладах, умови надання безпечних умов праці, які необхідні для виконання роботи, відпочинку, харчування, отримання соціальних пільг. *Ключові слова:* охорона праці, аптечні заклади, безпечні умови праці, робітники аптечних закладів, роботодавці, служба охорони праці, організаційна культура, адаптивне управління.

**Толочко В.М., Заричковая М.В., Артюх Т.А., Музыка Т.Ф. Исследование особенностей охраны труда специалистов фармации, как составляющей адаптивного управления организационной культурой аптек в Украине**

В статье исследованы основные требования по охране труда, которые должны соблюдать работодатели и работники аптек Украины, как базовой составляющей адаптивного управления персоналом в рамках их организационной культуры. В данной публикации рассмотрены основные составляющие системы охраны труда,

обязательные для исполнения, в зависимости от количества работников в аптечных учреждениях с учетом специфики их деятельности и адаптивного управления организационной культурой. Выявлены гарантии со стороны государства по охране труда в аптечных учреждениях, условия предоставления безопасных условий труда, необходимых для выполнения работы, отдыха, питания, получения социальных льгот. *Ключевые слова:* охрана труда, аптечные учреждения, безопасные условия труда, рабочие аптечных учреждений, работодатели, служба охраны труда, организационная культура, адаптивное управление.

The search for new approaches and methods of management of pharmacy institution (PhI) is required as the modern pharmaceutical industry develops rapidly. Nowadays the specific feature of the activities of all enterprises and organizations of Ukraine, including PhI, is the upgrade of technical and technological equipment. In its turn, this fact makes employees focus on the use of facilities and equipment, as well as the availability of knowledge on occupational safety and health (OSH), determining not only their rights but also their responsibilities. These issues are pressing as the employees of PhI generally use various chemical reagents, which may be hazardous to human health, in their work. In other words, the abidance by the rules of OSH has direct influence on the health, and social protection on the issues of working hours, breaks and holidays according to the current legislation guarantees health protection that is an indispensable component of organizational culture (OC) of PhI. That is why an important element of successful management of PhI is the inclusion of the features of specific situations and specific conditions, that is the search for the optimal decision by trial-and-error technique manoeuvring and adapting based on the experience – adaptive management (AM) of PhI in general, as well as individual elements of OSH within the OC.

Study of OSH within the system of health protection, in particular, in PhI is always relevant and appropriate for practical

workers, representatives of public organizations, who act for labour collectives. OSH problems in PhI are always covered and investigated by scientists directly or indirectly, but they are always relevant because of their widespread application. Therefore, the study of OSH of the workers of PhI as a part of AM of OC is important today and it has not been investigated fully. Our studies confirm the necessity to improve the legislative framework governing these issues and the possibility to implement them; this will result in the safe working conditions, provision of social protection, etc.

Nowadays the professionals work in PhI where the OSH issues are highly important because mostly these are women, who work there, and they have some benefits on the issues of OSH according to the current legislation. Taking this fact into account we consider it is necessary to clarify the main issues on OSH as an integral of AM of OC. This will enable both the managers of PhI and individual employees to use them more efficiently.

OSH is a system of legal, social and economic, organizational and technical, sanitary and hygienic, medical and preventive measures and means to preserve the health and employability of a person while working. This set of measures is regulated, first of all, by the Constitution of Ukraine, the Law on OSH and other legislative acts on these issues. The legislation on these issues is applied in all enterprises, institutions and organizations regardless of the types of ownership and the types of activity for all citizens working and involved in the work for these enterprises. The state shall guarantee the rights of citizens for OSH, appropriate conditions at the workplace, security of manufacturing processes, machinery, equipment and other means of production, the condition of collective and individual protection, used by a worker; sanitary and household conditions shall comply with the regulations on OSH. All employees are subject to compulsory social insurance in respect of accidents at work and occupational diseases.

With respect to PhI it shall be mentioned when the workplace assessment is conducted, they may expect the reduction of working hours, free provision of preventive nutrition. According to the current legislation the employees of PhI get additional vacations and special clothing.

According to the current legislation *state management* of OSH in Ukraine is conducted by the following authorities: Cabinet of Ministers of Ukraine; State Committee of Ukraine for Occupational Safety and Health; Ministries and other central executive authorities; Local State Administration, Local Councils of People's Deputies; Administration of Enterprises and Organizations. The powers in the field of occupational safety and health in associations, corporations, concerns and other alliances are defined by their charters or agreements between the companies creating the alliance. *State OSH control* is the responsibility of the following authorities: State Committee of Ukraine on OSH Control; State Committee of Ukraine on nuclear and radiation safety; State Fire Control, Administration of Fire Protection Service of the Ministry of Ukraine; bodies and institutions of Sanitary and Epidemiology Service of the Ministry of Health of Ukraine; Prosecutor General of Ukraine and prosecutors subordinated to him/her supervise the observance and correct implementation of the laws on OSH. *Public control* is carried out by the authorized persons elected by the labour groups.

Guilty workers are brought under the applicable law to disciplinary, administrative, financial and criminal penalties for *violation* of the laws and other regulations on OSH, preventing from activities of officials of state OSH control and representatives of trade unions.

Organizational measures on OSH must be carried out in PhI. They are stated in the appropriate section of Corporate Code (CC) of PhI. Using the principles of the AM of PhI the employer must provide the appropriate working conditions in accordance with the regulations in each PhI, its structural division and at the workplace. The employer must also

secure the enforcement of the employees' rights guaranteed by the legislation on the OSH that shall also be specified in the CC of the PhI. The employer provides the operation of the system of OSH management as a part of AM of OC; and to perform this he: creates appropriate services and appoint officials who solve specific issues on occupational safety and health; approves instructions on their duties, rights and responsibilities for the performance of their functions; develops and regulates complex measures to achieve the established standards in OSH with the participation of trade unions or other public organizations; provides the elimination of the reasons causing the accidents, occupational diseases and the implementation of preventive measures indicated by the committees according to the investigation of these reasons; carries out certification of workplaces for compliance with the regulations on OSH in the order and terms established by the law; basing on the conclusions takes measures to eliminate hazardous and harmful factors of production to human health, etc. All these measures are specified in the relevant section of the CC of PhI.

Training on the issues of OSH shall be regularly carried out under the AM of OC. The volume and frequency of such training depends on the availability of equipment and facilities. Prior to employing and working all the employees of PhI are briefed (trained) on OSH, first aid to victims of accidents, rules of conduct in case of accidents according to standard regulations approved by the State Committee of Ukraine on OSH Control.

Employees, who have high risk at work or, if the professional selection is required, shall undergo special training and annual knowledge tests that meet regulations of OSH. The list of such workplaces is approved by the State Committee of Ukraine on Occupational Safety and Health Control. According to the list approved by the State Committee of Ukraine on OSH Control, officials undergo training and testing on OSH prior to the execution of their duties and every three years according to the established procedure in the bodies of industrial or regional

OSH administration including representatives of state control authority and trade unions. Employment of people who have not undergone training, briefing and testing on OSH is prohibited. In case of poor knowledge on OSH employee shall undergo re-training. At request of the employee additional briefing is conducted. Administrative staff in PhI usually undergoes training on the subject of people responsible for OSH; and in case of availability of machinery or equipment, access to work needs special education and annually knowledge test (autoclaves, elevators, etc.) the staff undergoes appropriate courses.

Article 161 of the Labour Code of Ukraine and Article 22 of the Law "On OSH" require the development of comprehensive measures concerning OSH, which include measures for provision the employees with social security in the OSH at the level stipulated by law, regarding achievement of the current safety requirements, workplace hygiene, working environment, improvement of the existing OSH level, prevention from the occupational injuries, occupational diseases and accidents. Specific measures, which shall be included to the action plan on OSH as a separate section of the CC, are additional to the collective agreement and specified in the joint guidelines of state and union officials.

Standard provision on OSH service is approved by the State Committee of Ukraine on OSH Control. Functions of such service in addition to other duties can be performed by individuals with appropriate training in the company of production industry with staff of less than 50 people. OSH service reports directly to the managers of the company and it is equivalent to the basic production and technical services. OSH professionals are authorized to issue obligatory regulations for the heads of structural divisions of PhI on behalf of the staff to eliminate existing shortcomings of OSH, medical examination, to prevent from admission to work without being briefed. OSH professional's recommendation may be cancelled by the company top manager only. Liquidation of OSH service is possible only in case of liquidation of the enterprise.

OSH Committee can be created by decision of the working collective in PhI with staff of over than 50 people. The Committee

consists of representatives of the employer, trade unions or other public organizations, specialists on safety, working hygiene and representatives of other services of the enterprise, authorized by the working collective. Standard provision on OSH service is approved by the State Committee of Ukraine on OSH Control provided that agreed with trade unions or other public organizations. The decision of the committee is of advisory nature. The General Meeting approves the Provision on Committee for OSH of PhI.

The main document that regulates the rights and obligations of an employer and an employee is a *Collective Agreement*. Social security in OSH, which is stipulated by law, responsibilities of the employees, complex measures to achieve the established safety standards, working hygiene and manufacturing enhancement of the current level of OSH, prevention from occupational injuries, occupational diseases and environmental accidents are provided for the employees in the *Collective Agreement*.

All these issues shall be also specified in the CC of PhI. Except for the collective agreement there shall be a document organizing the mode of PhI. The document is *Internal Labour Regulations*, internal local normative document, which provides work organization, internal objective working mode, the mutual obligations of the employer and the employee. The necessity of this document is prescribed by Articles 21, 29, 52, 66 of the Labour Code of Ukraine.

Nowadays, in the terms of modernization, technical and technological improvement, the number of accidents, unfortunately, occupies a significant place in the activity of economic entities, including PhI. Therefore it is necessary to point out that the owner must conduct investigations, to keep records of accidents, occupational diseases and accidents in accordance with the provisions worked out by the State Committee of Ukraine on OSH Control in consultation with the unions and approved by the Cabinet of Ministers of Ukraine.

The investigation is conducted in the presence of a representative of a trade union or other public organization, whose member is the victim, and in cases stipulated by law, with the

participation of representatives of state supervision authorities, OSH administration and trade unions. Following the investigation of an accident or occupational disease the owner makes an act in the established form. He shall give one copy to the victim or other interested person within three days since the end of the investigation.

*Injuries at work.* The administration of the business entity is liable for the damage caused to an employee and lead to maiming injury or other damage to health, associated with the performance of the job duties, occurred due to the fault of the organization both inside and outside the organization. The guilt of the organization can be proved by: an act of an accident at work; a sentence, a court judgment, a decision of a prosecutor, body of inquiry or preliminary investigation; a conclusion of a technical labour inspector or other officials. Compensation for losses consists of payments to the victim in the amount of income (or its part), which he has lost due to loss of ability to work or disability, except for disability pension due to the employment injury, as well as compensation for additional costs resulting from damage to health. The victim, who has been temporarily transferred to an easier lower-paid work in respect of the employment injury, is being paid the difference between the previous and new earnings till the rehabilitation or verification of lasting and permanent disability.

The conclusion about the need to transfer the victim to another job, its duration (within one year) and the nature of recommended works is issued by the medical committee. In case of the victim's death, disabled persons, who were the dependents of the deceased or had the right for the alimentation on the day of death, are entitled to receive the reimbursement. Injury at work is considered as the damage to health, which the employee received during working hours inside the enterprise or while performing the assignments of the managers outside the enterprise. In addition, injury at work is considered as the damage received during the break established by the labour agreement, as the work above the working time regulations, as the preparation to start the work and as the business trips. An injury is considered to be the

injury at work if the employee was injured while getting to work (from work) by employer's vehicle. If the employee was getting by the private car, the injury at work is considered only in case if the employee used own vehicle by the employer's order or the vehicle was used for business purposes in accordance with the employment contract.

An accident cannot be recognized as the one related to work, if the employee went by public transport, by own car (without an agreement with the employer) or walked. Within AM of OC of PhI an employer is obliged to establish a committee of not less than three people to investigate the occupational injury. The committee includes representatives of the PhI, the state labour inspection, OSH organizations, law enforcement agencies and physicians. If an accident caused the death of an employee at the workplace, the representative of the prosecutor's office shall be involved to the investigation. The Committee shall determine the guilt of the victim basing on the testimony of witnesses, study of the injury nature, examination results and details of the event. The amount of payments to the victim and the possibility of paying for the treatment by the social insurance fund depend on these circumstances. For example, if the employee has violated safety rules, the chances of receiving the compensation for treatment from the employer are reduced.

According to the Procedure determined by the Resolution of the Cabinet of Ministers of Ukraine # 559 dated 23 May 2001, Order #246 of the Ministry of Health of Ukraine dated 21 May 2007, preliminary compulsory medical examinations (prior to hiring) and periodic preventive medical examinations (hereinafter referred to as compulsory medical examinations) are carried out for the certain professions, including employees of PhI. Compulsory medical examinations are carried out at the employer's cost. To undergo the examination a personal medical employee's record for medical examination is issued. If an employee is dismissed a personal medical record is given with the work record book against signature.

For the compulsory periodic medical examination an employer makes a list of employees, who are subject to undergo this

examination, provided that the principal chief state sanitary physician has approved it. In the case of the preliminary (prior to hiring) compulsory medical examination the employer submits an appropriate letter to the institution or establishment of health. The employer controls the timely undergoing of the compulsory medical examinations by the employees.

*Preliminary medical examination* is carried out during the employment with the purpose to: determine the state of employee's health, record initial objective health indicators and have the possibility to perform professional duties without aggravation. *Periodic medical examinations* are carried out with the purpose to: detect timely the early signs of acute and chronic occupational diseases (poisonings), general and work-caused diseases in employees, etc.

According to the Resolution # 1238 (1238-97-n) of the Cabinet of Ministers of Ukraine dated 06 November 1997 "On compulsory preventive drug testing and the procedure for its conducting" (as amended) for pharmacy workers, regardless of their subordination and forms of ownership, whose functional responsibilities are the use of substances belonging to pharmacological agents, and substances used to produce morphine and its derivatives, anaesthetics (including Phthorothanum) sulfanilamide agents, pyrazolone derivatives, anticancer agents, hormonal agents, neuroleptics, tranquilizers, antidepressants, anticonvulsants (including barbiturates), hypnotics, anticoagulants, vitamins, ethanol, etc. *preliminary and periodic preventive drug tests are compulsory*. Such employees shall have Certificate of substance abuse prevention testing. The Certificate is valid for one year.

According to the current Procedure of compulsory preventive drug testing of citizens, its purpose is to identify patients with alcoholism, drug addiction and substance abuse, as well as to determine the presence or absence of contraindications for the drugs to perform functions and activities mentioned in the List of professions and activities with compulsory preliminary and periodic preventive drug testing. Pharmacy workers are included to this List of professions.

PhIs are the enterprises which combine many factors affecting the safe working conditions, that is why the emphasising of the main provisions of OSH as part of AM of OC in this article is appropriate, because PhI employees' and employers' rights and obligations, the implementation of which shall be specified in the CC of PhI, are also emphasised. Terms for creating the OSH service as a part of AM of OC, collective bargaining, internal labour rules and regulations, safety instructions, etc. under the CC and social responsibility of PhI are defined within the reviewed documents. That will be useful for practical application.

Reviewer  
Prof. zw., Dr hab. Walentyn Toloczko

#### References

1. **The Lahor Code of Ukraine.** – № 322 – VIII dated 10.12.1971 with amendments and additions [E-resource]. – Access: zakon.rada.gov.ua.
2. **The Constitution of Ukraine** dated 28.06.1996 – V-BP // Bulletin of the Verkhovna Rada of Ukraine. – 1996. – №30. – Art. 141.
3. **Law of Ukraine** – № 1105 – XI dated 23.09.1999 on compulsory state social insurance in respect of accidents at work and occupational diseases causing the loss of ability to work: With amendments and additions // Bulletin of the Verkhovna Rada of Ukraine. – 1999. – № 46-47. – Art. 403.
4. **Resolution of the Cahinet of Ministers of Ukraine** – №559 dated 23.05.2001 On the Approval of the List of Professions, Industries and Organizations whose Employees are Subject to Mandatory Preventive Medical Examinations, Procedures of Such Examinations and Issuing Personal Medical Books [E-resource]. – Access: zakon.rada.gov.ua.
5. **The Law of Ukraine** – № 3356 – XII dated 01.07.1993 On Collective Agreements and Arrangements: With amendments and additions [E-resource]. – Access: zakon.rada.gov.ua.
6. **The Law of Ukraine** – № 2694 – XII dated 14.10.1992 On Occupational Safety [E-resource]. – Access: zakon.rada.gov.ua.
7. **Resolution of the Cahinet of Ministers of Ukraine** – № 442 dated 01.08.1992 On the Procedure of Certification of Workplaces under the Labour Conditions [E-resource]: – Access: zakon.rada.gov.ua.