

# ALIGN

## Pre-Assessment

Do you experience neck or back pain while at work? Do you suffer from eyestrain or carpal tunnel syndrome? Usually, these conditions are a painful result of poor workplace ergonomics. On top of minimizing chronic pain, an ergonomic overhaul of your workstation can also improve productivity and make you feel more comfortable at work! Ergonomics is a tailored journey to find your ideal position. To find your optimum position, you may have to incorporate props into your workspace. Get creative with different ways to make adjustments and find your best fit!

There are industry standards for offices that dictate the ergonomically “correct” position for bodies in relation to work spaces. For example, the standard desk height for a 6-foot tall person is 29 inches. Many Americans do not fit this standard, so you may consider adding a keyboard tray to bring the desk down to you.

For seated employees, the monitor should be no further away from you than arm’s distance and level with your eyes. Arms maintain a 90-degree bend in the elbow. Wrists should rest at a neutral angle with the keyboard and mouse directly in front of your body. Chair height is important and should allow feet to remain flat on the floor and a 90-degree bend in the knees. You should be seated as far back in your chair as is comfortable to ensure you receive optimal lumbar support.

For standing employees like nurses, ensure your desk height is level with your elbow. The monitor should be arm’s length away from your face. Be mindful of your knee position; knees should be relaxed as you stand. Locking or hyper-extending the knees can lead to fainting! Maintain a neutral spine, being sure not to round the shoulders or lean back too far. Elevating one foot can alleviate some pressure on the lower back due to standing. Further alleviate pressure on the lower back by standing on a foam mat. You are encouraged to take regular breaks when standing for long periods of time.

## **ALIGN Activities**

With this week’s activities, you will be able to assess your current set up and make changes accordingly. Track and redeem your points by completing the ALIGN self-tracker after making your ergonomic changes. Focus on making adjustments to the work position in which you spend the most time. (Example: Sitting for 6 hours during an 8-hour shift means I would make adjustments to my seated posture and ergonomics.)

### **25 Points Possible**

- 1-12 points: **1 entry**
- 13-25 points: **2 entries**

### **Sitting**

- 1 point: Knees bent at 90 degrees

- 1 point: Elbows bent at 90 degrees
- 1 point: Sitting back in the chair
- 1 point: Aligned posture
- 1 point: Head level with a monitor
- 1 point: Feet flat on the floor

### Standing

- 1 point: Knees neutral (not locked or hyper-extended)
- 1 point: Good posture (spinal alignment)
- 1 point: Regularly shift weight back and forth
- 1 point: Elbows level with desk height
- 1 point: Monitor is arm's distance from the face
- 1 point: Elevate 1 foot

### Chair Adjustments

- 1 point: Height of chair allowing 90-degree bend in knees
- 1 point: Angle the seat of your chair (neutral seat allowing you to sit against backrest)
- 1 point: Armrests are at a height that supports a 90-degree bend in elbows
- 1 point: Adjust the degree of lumbar support that will assist posture

### Desk Adjustments

- 1 point: Keyboard and mouse are directly in front of your body, level with elbow height
- 1 point: Adjust desk height (elbow height)
  - Or add a keyboard tray
- 1 point: Adjust monitor brightness
  - Or move monitor so windows are not located directly behind the screen

### Bonus!

- 3 points: Bring in an ergonomics tool from home and submit a photo of you using it via one of the options below:
  - Remind text message service
  - Email to [kcla0003@shands.ufl.edu](mailto:kcla0003@shands.ufl.edu)
  - Post in the GatorCare Facebook group
- 2 points: Schedule an ergonomic assessment by emailing Cindy Mercado at [cindy.mercado@ehs.ufl.edu](mailto:cindy.mercado@ehs.ufl.edu)
- 1 point: Watch the [Wellness Wednesday presentation on Ergonomics!](#)

[Align Points Self Tracker](#)