

Lead Safe

Work Practices

*Workbook for Outreach to Hardware Stores
and Paint Supply Retailers*

LEAD
SAFE

ILLINOIS

Eliminating
Childhood
Lead Poisoning



**CD stub/
FPO**

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Lead Safe Illinois is a campaign to eliminate lead poisoning in Illinois. Our efforts include raising awareness and advocating for legislation and policy reform to prevent childhood lead poisoning. The campaign is convened by the Illinois Lead Safe Housing Task Force, housed and staffed by Loyola University's Civitas ChildLaw Center.

A special thanks go to the following individuals, whose dedication to lead poisoning prevention and contribution to toward the workbook made this outreach effort possible: Fred Carlson (Kane County Department of Public Health); Daynia Sanchez (Cook County Department of Public Health); Patrick MacRoy (formerly Chicago Department of Public Health); Steve Brooks (Macon County Department of Public Health); Mary Burns (Loyola ChildLaw Center) and Leslie Nickels (University of Illinois at Chicago); Sam Churchill (Illinois Department of Public Health); Kristen Almberg (Loyola ChildLaw Center); Julie Wagner (University of Illinois at Chicago) and Rob Malcolm (University of Illinois at Chicago).

Our approach (engaging hardware stores) was originally developed by Improving Kids' Environment (IKE), a non profit organization working to reduce children's exposure to dangerous environments. This 2008 workbook reflects the outreach methods developed and lessons learned in the successful Retailer Projects in 2004 and 2007 in the City of Chicago and Cook County.

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Electronic copies of all materials are found on the cd-rom

1. Purpose

Illinois leads the nation in the number of lead-poisoned children. More children are poisoned from exposure to lead dust during renovation, window replacement and paint removal than from any other source, causing irreversible damage to their developing brains and nervous systems. This workbook is designed to help local health departments reach out to hardware and paint stores and enlist them in efforts to prevent lead poisoning in their communities.

Do-it-yourselfers rely on paint and hardware retailers for advice on home improvement projects. Professional renovators and handymen visit retailers for supplies and materials. Not only are hardware stores a hub for these activities, hardware stores now play a critical role in prevention under the Illinois Lead Poisoning Prevention Act of 2006.

The Lead Poisoning Prevention Act calls for hardware and paint supply stores to educate customers by displaying a poster or offering brochures on working safely when remodeling homes that have lead paint, also known as Lead Safe Work Practices (LSWP).

Local health departments (LHD) can use the workbook as a resource to establish relationships with retailers and help retailers to comply with the law. Retailers should be encouraged to become health educators for lead poisoning prevention. LHDs can offer to assist in these efforts by providing in store trainings on lead poisoning prevention.

The workbook guides LHDs through (see checklist on page 9):

- Locating paint and hardware stores in your community
- Assembling a team of staff, interns or volunteers to visit stores.
- Visiting retailers, in order to:
 - ⇒ Inform them of their obligations under the Lead Poisoning Prevention Act
 - ⇒ Display posters and distribute brochures
 - ⇒ Inventory LSWP products available in the community
 - ⇒ Encourage store owners to stock LSWP materials and act as health educators.

Health departments should modify the approach to fit their resources. For additional resources or to ask questions, contact LSWP Retailer Project Coordinator, University of Illinois at Chicago, syn@uic.edu, 312-996-6904.

Working together we can protect children from preventable brain damage and create a future free of childhood lead poisoning.

WARNING

***Dry sanding and scraping
of paint on a home built
before 1978 is dangerous.***

**It causes lead dust
which causes lead poisoning.**

DO NOT

- Eat, drink or smoke near work area
- Use power sanders or grinders
- Dry scrape or dry sand surfaces
- Use paint strippers with methylene chloride

WORK SMART

- Keep children away from work areas
- Use heavy plastic below work area to contain dust and chips
- Wet surface before sanding
- Change clothes and shoes, and wash hands before leaving work area
- Clean work area with detergent

LEAD IS STILL A SERIOUS HEALTH PROBLEM



Call the Illinois Department of Public Health at **217-782-5830**
or visit **www.idph.state.il.us** for more information.

*Copies available from Illinois Department of Public Health:
Contact: eleanor.davis@illinois.gov or call 866-909-3572 to
order English and Spanish posters and brochures*

¡AVISO!

Remover pintura seca o pelarla en pedacitos es peligroso si la vivienda fue construida antes de 1978.

Al lijar en seco o pelar pintura ésta se convierte en polvo por lo cual causa envenenamiento de plomo.

NO HAGA LO SIGUIENTE:

- Comer, beber, o fumar cerca del área donde se trabaja
- Usar máquina lijadora o pulidora
- Lijar en seco o pelar las superficies
- Usar removedora de pintura con cloruro metileno

TRABAJE SABIAMENTE

- Mantenga a los niños lejos del área donde se trabaja
- Use lonas fuertes de plástico bajo el área de trabajo para contener polvo y pedazos sueltos
- Moje la superficie antes de lijar
- Cambie de ropa y zapatos y lávese las manos antes de irse del área donde trabaja
- Limpie el área con detergente en donde trabaja

EL PLOMO SIGUE SIENDO UN PROBLEMA DE SALUD SERIO



Llame al Departamento de Salud Pública del estado de Illinois al **217-782-5830** o visite la página **www.idph.state.il.us** para mas información.

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Contact: eleanor.davis@illinois.gov or call 866-909-3572 to
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**GET THE
LEAD**

OUT

RENOVATION
How to safely remove
old paint

Illinois Department of
Public Health



*Copies available from Illinois Department of Public Health:
Contact: eleanor.davis@illinois.gov or call 866-909-3572 to
order English and Spanish posters and brochures*

LSWP-Retailer Project Checklist

How to Start? Planning Your Retailer Project

- _____ **1 Resources:** Requirements for a Successful Project
 - _____ Order posters from IDPH: Eleanor.Davis@illinois.gov or 866-909-3572; plan up to 4 weeks for delivery
 - _____ Identify team members (staff, intern, volunteers)
 - _____ Ensure access to a car
 - _____ Acquire a staple gun, tape and zip ties
 - _____ Set aside time for store visits (10-30 min per visit)

2 Identify Retailers

- _____ Create comprehensive list of retailers in your area
- _____ Gather store info: store name; mailing address; phone number; save in spreadsheet
- _____ Call big box stores for name and title of community involvement coordinator or human resource staff
- _____ Divide stores among team members

3 Build relationships with hardware and paint stores.

- _____ Edit "Opening Letter to Retailers" as you see fit. Consider creating different versions for big box stores
- _____ Print/copy letter
- _____ Address letters to big box stores to community involvement coordinator or human resource manager
- _____ Mail letter to every retailer on your comprehensive list

Training Staff and/or Volunteers

1 Determine what type of training staff/interns/volunteers require.

Choose from:

- _____ Minimal training: Review workbook; address questions
- _____ Moderate training: Review workbook; co-visit hardware store
- _____ Intensive training: 1-2 hours to review materials; use of visual aids; accompany team on store visit

2 Train staff as needed. At minimum review:

- _____ Store Visit protocol
- _____ Pictures of materials used in LSWP
- _____ Frequently asked questions (FAQ)
- _____ Handling negative responses

LSWP-Retailer Project Checklist

Continued

Checklist continues on the next page

Store Visits

- _____ 1 Bring posters staple gun, tape and zip ties
- _____ 2 Visit small stores: talk w/ manager, display poster, inventory LSWP materials
- _____ 3 Call big box stores for introduction and to schedule a meeting
- _____ 4 Meet with big box stores: talk w/ manager, display poster, inventory materials

Follow Up with Retailers and Report Findings

- _____ 1 Call sample of retailers to follow up: answer questions; ask about poster
- _____ 2 Revisit and/or re-inventory a sample of retailers (if you choose)
- _____ 3 Share your experiences: uic Project Coordinator welcomes summary sheets (pg. 30) for evaluation purposes (mail to: LSWP Retailer Project Coordinator / uic, School of Public Health / 2121 W. Taylor St. M/C922 / Chicago, IL 60612; email: syn@uic.edu)

2. *Implementation*

A. How to Start? Planning Your Retailer Project

1 Checklist

Use the project checklist to guide the development and implementation of your project (previous page and saved on CD).

2 Gather Posters and Brochures

Order posters and/or brochures from IDPH through Eleanor Davis at eleanor.davis@illinois.gov or call 866-909-3572. Plan ahead, LHDs report waiting up to 4 weeks for posters to arrive. "Get the Lead Out" brochures may also be available through Ms. Davis.

Plan on 2-4 posters per store, depending on whether the stores are neighborhood retailers or big box stores (more posters for larger stores).

3 Resources: Requirements for a Successful Project

You will need team members (people to identify hardware stores, send letters and conduct store visits). LHDs have completed successful projects with teams ranging from 1 to 10 people.

Consider recruiting health department staff, interns, community groups, volunteers or students to be project members.

Knowledge about lead is NOT a requirement of team members. If that knowledge is lacking a good training program is essential.

Project members making store visits will need access to a car and should expect to spend 10-30 minutes per store visit. LHDs should consider utilizing field staff from other departments such as sanitarians, nurses and other environmental health professionals.

Other tasks, such as identifying stores, printing and mailing letters to hardware stores, training volunteers (if they are utilized), and following up with stores can be completed by office staff or volunteers.

4 Identify Hardware and Paint Stores

Locate stores in your area using the phone book (print or online). Search both "hardware stores" and "paint stores".

Compile store information, including store name, full mailing address and phone number, into a comprehensive list. Save information in a spreadsheet.

Call all big box stores for name(s) and title(s) of community involvement coordinator or human resource staff.

Divide the stores into groups. If you cannot visit all stores, focus efforts on areas with the highest incidence of lead poisoning.

5 **Build Relationships with Retailers**

Relationships develop with repeated interaction. Good relationships may increase retailer's compliance. Maintain consistency in team members. Send the same individual to visit and follow up with each store.

Send 'opening letter' to hardware stores. An opening letter allows you to introduce the project, yourselves, and your visit.

Edit "Opening Letter to Retailers" (letter appears on next page, also saved to CD) to be appropriate to your situation. Print, copy and mail a letter to each retailer on your comprehensive list of hardware and paint stores approximately 2 weeks in advance of the actual visits.

"Opening Letters" to big box stores should be addressed to the community involvement coordinator and/or human resources manager.

Sample Opening Letter to Hardware Stores

(NOTE TO HEALTH DEPTS: Edit this letter as appropriate.)

Dear Hardware Store Owner or Manager:

Lead poisoning remains a major problem, especially for young children. Illinois has one of the highest numbers of lead poisoned children in the country. (LHD could add lead poisoning data specific to their area). Most children are poisoned in their own homes because of improper removal of old lead based paint and unsafe remodeling projects.

As you may know, the Illinois Lead Poisoning Prevention Act (410 ILCS 45) now requires hardware stores and other retailers that sell paint or paint-removal equipment to post informational posters or provide brochures on lead-based paint safety.

The _____ (LHD) has a supply of free posters and brochures to help you comply with this law. We will be stopping by or contacting you in the next few weeks to provide these materials. Please contact _____ (LHD contact) at the number below with questions.

In addition, we would appreciate the opportunity to visit your store, present you with some supplementary information on lead poisoning prevention, and offer our assistance in providing basic lead education to your staff either at your store or our facility. We believe that the training would help your staff to provide the best possible advice to your customers as well as assist you in selling additional safety supplies. Ultimately, by helping your customers to work safely, you will also be making a difference in your community.

Thank you for your time, and we look forward to talking with you.

Sincerely,

B. Training Your Staff and/or Volunteers

1 Identify Training Needs of Team

Plan training content to reflect experience of the team members. All team members must review: store visit protocol (pg. 23), LSWP materials (pg. 18), frequently asked questions (FAQ) (pg. 19), handling negative responses (pg. 21) and "Opening Letter" (pg. 13).

For experienced team members, provide this workbook with instructions to review materials. Schedule time to discuss questions and review materials listed above.

For moderately experienced team members, instruct them to review workbook. Address questions, review store visit protocol, pictures of LSWP materials, FAQ and Handling Negative responses. Send letters to stores and complete one or two store visits together before sending them to work independently.

For groups of volunteers, or interns with less experience, schedule 1-2 hour workshop, using the training materials provided on pages 15 through 18. Assist team members to identify appropriate materials, complete inventory, talk with store owners/managers and handle common responses. Use LSWP materials or pictures for visual aids. Role-play to practice new skills. Lead team members on one store visit and accompany them as they lead one or two more visits, before allowing them to work independently.

2 Train Staff

Training materials are found in the following pages. Trainee Agenda (pg. 15) and Trainer Notes (pg. 16) will help the project coordinator to train team members.

All team members should review the three following documents.

- i) List of LSWP materials, pg. 18.
- ii) Frequently Asked Questions, pg. 19.
- iii) Handling negative responses: Most LHDs experience positive reactions to LSWP store visits. However, many team members feel more comfortable with guidance for handling 'less than positive' responses, pg. 21.
- iv) Copy of the "Opening Letter" sent to all hardware stores pg. 13.

For assistance with training, contact LSWP-Retailer Project Coordinator, University of Illinois at Chicago, syn@uic.edu, 312-996-6904.

Trainee Agenda

Lead Safe Work Practices – Retailer Project Orientation

[Date]

[Location]

The purpose of this orientation is to train project members to be able to identify supplies needed for lead safe work practices (LSWP) during window replacement; to differentiate between acceptable and unacceptable supplies; to prepare for talking with store managers; and to use the protocol to complete the hardware store inventory.

Objectives

At the end of this session participants will be able to:

- 1 Discuss the importance of supplies on the inventory list;
- 2 Recognize and select the supplies on the inventory list;
- 3 Complete an inventory using the protocol; and
- 4 Answer questions about why we are doing the inventory.

Agenda

- Overview of Project (10 min)
Purpose and goals
Basic lead-health information
- Review of Store Visit Protocol and LSWP Materials Inventory (15 minutes)
Discussion of protocol and timeframe
Pictures of acceptable materials
- Talking with Store Managers (10 min)
Handling negative reactions
- Frequently Asked Questions (FAQ) (10 minutes)
- Mock hardware store visit (15 minutes)
In pairs, participants will approach the "managers" (trainers) and run through protocol.
- Plan for conducting inventories (15 minutes)
Participants will choose the stores easiest for them to visit.
- Review Objectives of Training

Trainer Notes

Lead Safe Work Practices – Retailer Project Orientation

The purpose of this orientation is to train project members to be able to identify supplies needed for lead safe work practices (LSWP) during window replacement and other renovations; to differentiate between acceptable and unacceptable supplies; to prepare for talking with store managers; and to use the protocol to complete the hardware store inventory.

Objectives

At the end of this session participants will be able to:

- 1 Discuss the importance of supplies on the inventory list;
- 2 Recognize and select the supplies on the inventory list;
- 3 Complete an inventory using the protocol; and
- 4 Answer questions about why we are doing the inventory.

Agenda

- Overview of Project (10 min)
 - Purpose and goals
 - Basic lead-health information

Trainer should explain why this project is being undertaken and each of the goals. Explain that similar projects are being completed across the state. Pass out lead fact sheet. Have trainees read it and have each trainee indicate one fact they didn't know before training.

- Review of Store Visit Protocol and Inventory of LSWP Materials (15 minutes)
 - Discussion of protocol and supply inventory
 - Pictures of acceptable materials

Each trainee should receive a copy of the Store Visit Protocol for small stores and big box stores (if they are doing both) as well as the inventory form. Read the protocol together and discuss how it will go. Show pictures or examples of acceptable materials and unacceptable materials. Have trainees ID acceptable and not acceptable materials in a quiz or activity.

- Talking with Store Managers (10 min)
 - Handling negative reactions

Review fact sheet for handling negative reactions.

→ Frequently Asked Questions (FAQ) (10 minutes)

Review fact sheet of frequently asked questions.

→ Mock hardware store visit (15 minutes)

In pairs, participants will approach the "managers" (trainers) and run through protocol.

Allow trainees to practice the 'Manager Talk' portion of the protocol with the trainers acting as managers. In pairs, participants will interview a "store manager" (the trainers) based on the protocol. The objective is to get the manager to take the posters and brochures, and if necessary, to educate the manager about why we are doing this project.

→ Plan for conducting inventories (15 minutes)

Participants will choose the stores easiest for them to visit.

Split up the assigned stores. Record individuals responsible for each store and set deadlines for completing visits.

Supplies and materials for training:

- Training packet
 - Agenda
 - Lead fact sheet
 - Protocol
 - Store Visit Log
 - LSWP Materials Inventory document
 - FAQ
 - Law Fact Sheet
 - Handling Negative Reactions
- Photographs of acceptable supplies
- Examples of acceptable supplies
- Examples of UNACCEPTABLE supplies
- Room set-up
- Projector
- Trainer Notes

Materials Used in LSWP

Learn to identify LSWP materials. Use LSWP Materials Inventory document (pg. 28).

Equipment

HEPA Vacuum Cleaner and Filters: Look at vacuums. Do they indicate "HEPA" filtration? **NOTE:** Wet clean-up methods (sponge, rags, mops, spray bottles) remain the best way to clean up lead. Residential HEPA filters may not capture all lead dust.

Does the hardware store stock special HEPA filters for the vacuums?

Plastic: The thickness of the plastic should appear on the packaging.

Spray Bottles: Just about any size or shape will work.

Sponges and Rags: Duct Tape and Garbage Bags: Heavy Duty bags are essential

String Mops and Buckets: EPA recommends use of string mops. They have a larger surface area and are easier to ring out. Additionally, the mop heads are disposable.

Safety Supplies

Shoe Covers, Disposable Hats, Disposable Gloves, Coveralls:

Lead Test Kits: Note: Lead test kits, which change color when exposed to lead, are subject to several limitations. Test kits measure exposed lead, not lead below the surface. Breakdown, wearing, or destruction of the top coating may later expose the leaded coating. Additionally, the test kits are calibrated to indicate levels of lead approximating 5000 parts per million (ppm), the standard for old lead paint, not 600 ppm, the new standard for paint and consumer products. Although a positive test result very strongly implies the presence of lead, a negative test result is inconclusive and does not prove an item is safe.

Frequently Asked Questions (FAQ)

What is the best way to start the inventory?

Start with aisle 1 and proceed up each aisle until you complete the list. As you become more familiar with the items and layout of hardware stores, you can modify your approach.

Are all garbage bags alike?

No. Thin kitchen garbage bags can tear and break. Only large heavy-duty bags are appropriate for waste from window replacement or other significant renovation.

What information are we seeking from the store employee, availability of an item on our list or the employee's lead knowledge?

We want the store employee to help us find supplies that we were unable to locate. This is not a test of the employee's expertise or knowledge of lead issues. **DO NOT** quiz the employee about lead. You may, if it seems appropriate, impart some lead info.

Is it important to note the availability of supplies and paint that are UNACCEPTABLE?

It is more important to determine the availability of acceptable supplies. Recording the presence of unacceptable materials should be completed at the discretion of the project member.

What is a HEPA filter?

HEPA stands for High Efficiency Particulate Air Filter, which filters very small particles (>0.3 micrometers) with 99.97% efficiency. Lead dust and asbestos are filtered out of the air when a HEPA filter is used in a respirator or vacuum.

Wet clean-up methods (sponge, rags, mops, spray bottles) remain the best way to clean up lead. Residential HEPA filters may not capture all lead dust.

Do HEPA filters really work for cleaning up lead?

Wet clean up methods are the indisputable method of choice for cleaning up lead paint dust. Sponges, rags, spray bottles and mops are the best approach. HEPA filters found in residential vacuums may not catch all lead dust, allowing your vacuum cleaner to blow it back into the living environment.

Shouldn't we worry more about lead in toys and lunch boxes?

There is no reason for lead to be in any children's products, period. However, lead paint found in older homes remains the leading cause of lead-poisoning in children. Parents can throw away a toy and the danger is removed. But there is no escape from lead exposure if a child lives in a home where lead paint dust has settled on everything a child touches.

How good are lead paint test kits? Can they be used on toys and lunch boxes?

Lead test kits, which change color when exposed to lead, are subject to several limitations. Test kits only measure exposed lead. If the leaded substance is below layers of coating, the kit may result in a false negative. However, eventual breakdown, wearing, or destruction of the top coating may later result in exposure of the leaded coating. Additionally, the test kits are calibrated to indicate levels of lead approximating 5000 parts per million (ppm), the standard for old lead paint, not 600 ppm, the new standard for paint and consumer products. Therefore, the test kits may indicate as "safe" items with lead levels that exceed newer standards. Although a positive test result very strongly implies the presence of lead, a negative test result is inconclusive and does not prove an item is safe.

Some hardware stores may also sell mail-in kits. These kits usually include supplies and tools for collecting paint or dust samples, and a pre-paid envelope for mailing the samples to a laboratory for analysis. These kits have the potential to be significantly more accurate. However, the user must very carefully follow instructions for collecting the sample.

Handling Negative Responses

Most LHDs get positive reactions to LSWP store visits. If they are 'less-than-enthusiastic' they may express skepticism or mild exasperation at 'another regulation.'

The following 'less than positive' store-owner responses are followed by suggested comments for project members:

- **I'm not buying what you're selling:** Store owners may think you are 'selling' them something. (Recall how you feel when someone knocks on your door to share information. You may be guarded and skeptical until you find out more.)

Introduce yourself as a representative of the local department of health. Express your interest in sharing new information about lead safety and requirements of the law.

- **Not another regulation:** Store owners may act exasperated at having to manage another regulation.

You're here to make this one really easy. If they take the materials you're offering and post them in the correct location, they are in full compliance. They may even be able to increase 'add on' sales of plastic, duct tape or spray bottles.

- **I don't want your material:** This is an unusual response. But if it happens, remember they are NOT required to take what you offer. They are required to post or distribute something that gives the required information about working safely with lead.

Agree that if they choose they can find their own poster from IDPH. "Let me leave this poster with you and you can hang it if you can't find anything else online. The materials are free, so you lose nothing by taking them."

- **This has nothing to do with me:** Some owners will be skeptical about your motivation.

Remind them that a law was passed and offer them a copy of the Law Summary. If they inform staff about the law, they may be able to increase 'add on' sales of plastic, duct tape or spray bottles.

C. Store Visits

Store Visit Protocols for small and large stores are different. Protocols for small (pg. 23) and large stores (pg. 25) appear in the following pages. Encourage project members to keep a copy on hand for reference before store visits. Not every discussion point is relevant for every store. Team members should use their discretion.

The Store Visit Protocols refer to conducting an inventory for LSWP materials and filling out a Store Visit Log. These two forms (Store Visit Log and LSWP Materials Inventory) are provided directly behind the Store Visit Protocols. While many local health departments find them useful for record keeping, tracking change and reporting outcomes, others have completed the project without employing these forms. These forms leave space for information gathered during a follow up visit to the store, which is described in the following section (Program Evaluation).

Remember, it is important to call big box stores to schedule a meeting; they are less likely to be receptive to a 'drop in' visit.

Small Hardware Store Visit Protocol

Materials: Bring enough posters and organizational or educational materials (i.e. summary of law; inventory sheet; store visit log sheet) for each store, as well as stapler, tape or zip ties.

Inventory: Complete inventory and coverage. Ask for assistance for items that weren't found. Finish prior to speaking with manager.

Manager Talk: Introduce yourself and your affiliation (representative of Lead Safe Illinois, Lead Safe "local group" or the local health department). Ask for the store owner or manager. If unavailable, request their name, contact information and a good time to stop back.

If available, introduce yourself. Did they receive our letter? Discuss content of letter. Explain the reason for your visit addressing most of the points below.

- (i) **Project Goals and Summary:** To reduce lead poisoning by preventing exposure to dust from lead paint during renovations. Lead poisoning leads to learning disabilities and decreased intelligence. Lead safe work practices reduce exposure to lead using materials commonly found in hardware stores.
- (ii) **Reasons to Collaborate:** Your participation will help the store comply with new Illinois legislation requiring paint and hardware stores to provide information on LSWP. Additionally, promoting lead safe work practices may increase add-on sales. Retailers across the state are participating with positive feedback.
- (iii) **New Law Explanation:** Provide brief explanation (pg. 32). Lead Poisoning Prevention Act of 2006 strives to PREVENT children from being lead poisoned and includes measures to educate the public about lead poisoning by calling for (avoid using "requires") signs to be posted or brochures distributed about lead safe work practices in stores where supplies intended for paint removal are sold.
- (iv) **Provide Poster/Brochure:** Explain the materials you can provide free of charge: poster, brochures, and training workshops (if you provide them). Ask "where would you like to hang your poster and brochures?" Help to hang poster.
- (v) **Lead Questions:** Ask if store staff have any questions about lead or LSWP.
- (vi) **Share Resources:** Review results of supplies inventory with manager (if interested).

Departure: Ask if you may follow up; provide your card, if no card, note their name; request their card. If you shared findings of your inventory, ask if they would like to initial the bottom of the inventory sheet (optional).

Notations: After leaving, note general tone of manager; were they enthusiastic, uninterested, receptive or unreceptive? Fill out cover sheet with store information.

Big Box Visit Protocol

Introduction: Approximately 2 weeks after sending the introduction letter to the 'big box' store, contact the store's community involvement coordinator or human resources manager via phone. If unavailable, ask for a good time to call back. If available, introduce yourself and your affiliation (Lead Safe Illinois or Health Department). Did s/he receive your correspondence in the mail? Ask if there are questions.

Yes: Discuss content of letter, answer all questions.

No: Explain the project and its goals.

Schedule a Meeting with the community involvement coordinator or human resource manager. Describe resources you will provide to assist them to comply with the law.

Attend Meeting: Arrive early. Complete the inventory prior to meeting with community involvement coordinator or human resource staff.

Bring enough posters and organizational or educational materials (i.e. summary of law; inventory sheet; store visit log sheet) for each store, as well as stapler, tape or zip ties. Plan to discuss:

- (i) **Project Goals and Summary:** To reduce lead poisoning by preventing exposure to dust from lead paint during renovations. Lead poisoning leads to learning disabilities and decreased intelligence. Lead safe work practices reduce exposure to lead using materials commonly found in hardware stores. We can increase your customers' knowledge about lead safe work practices (pg. 15).
- (ii) **Reasons to Collaborate:** Your participation will help the store comply with new Illinois legislation requiring paint and hardware stores to provide information on LSWP. Additionally, promoting lead safe work practices may increase add-on sales. Retailers across the state are participating with positive feedback.
- (iii) **New Law Explanation:** Provide brief explanation (pg. 32). (see fact sheet in materials). Lead Poisoning Prevention Act of 2006 strives to PREVENT children from being lead poisoned and includes measures to educate the public about lead poisoning by calling for (avoid using "requires") signs to be posted or brochures distributed about lead safe work practices in stores where supplies intended for paint removal are sold.

- (iv) **Provide Poster/Brochure:** Explain the materials you can provide free of charge: poster, brochures, and training workshops (if you provide them). Ask "where would you like to hang your poster and brochures?" Help to hang poster. Be aware: some stores may need to get permission from headquarters prior to hanging posters. Leave several copies.
- (v) **Lead Questions:** Ask if store staff have any questions about lead or LSWP.
- (vi) **Share Resources:** Review results of supplies inventory if they wish.

Departure: Ask if you can follow up; provide your card; request their card, if no card, note their name. If you shared findings of your inventory, ask if they would like to initial the bottom of the inventory sheet (optional).

Notations: After leaving, note general tone of individual; was s/he enthusiastic, uninterested, receptive or unreceptive? Enthusiastic participants may be asked to join a focus group to further develop outreach programs; fill out cover sheet with store information

Follow up: Call your contacts in approximately two weeks to find out if they've received permission to display poster and brochures. If appropriate, ask where they displayed the poster and/or brochures.

Store Visit Log

Initial Visit

Date: _____ Visited By: _____
(circle one) Completed Asked to Return Not Interested

Name and Address of Store: _____

Phone #: _____

Contact Person: _____ Title: _____

Poster(s) Given Y N # _____

Brochures Given Y N # _____

Poster(s) Posted Y N Location _____

Brochures Displayed Y N Location _____

Interested in training Y N Response to visit Pos Neg Indifferent

Notes _____

Length of Visit _____

Follow Up Visit

Date: _____ Visited By: _____
(circle one) Called Visited Asked to Return Not Interested

Contact Person: _____ Title: _____

Poster(s) still displayed Y N #/Location _____

Brochures still displayed Y N #/Location _____

Provided additional posters Y N # _____

Provided additional brochures Y N # _____

Customers ask about LSWP Y N how frequently _____

Staff ask about LSWP Y N _____

Interested in training Y N _____

New LSWP materials ordered Y N _____

Notes _____

Length of Visit _____

LSWP Materials Inventory

	Initial Visit		Follow Up Visit		Changes
	Available	No	Available	No	
Equipment Note changes in stock between visits (positive change +; neg change -)					
HEPA Vacuum cleaner					
HEPA Filters for Vacuums					
6 - mil plastic					
4 - mil plastic					
< 4 -mil plastic					
Spray bottles					
Sponges					
Garbage bags					
Rags					
Duct tape					
String mops					
Buckets					
	Available	No	Available	No	Changes (+/-)
Safety Supplies					
Shoe covers					
Disposable hats					
Disposable gloves					
Coveralls					
	Available	No	Available	No	Changes (+/-)
Labels On Paint Cans					
Lead warnings are printed on label					
	Available	No	Available	No	Changes (+/-)
List Other Supplies					
Lead test kits					
	Available	No	Available	No	Changes (+/-)
Resources Available					
Brochure					
Poster					
Other relevant displays (notate)					
Shared results w/ Manager: Y		N	Manager initials		
Date(s): initial visit:			follow up visit:		

3. PROGRAM EVALUATION

Evaluating your program allows you to see what you've accomplished and consider opportunities for improvement.

You may submit a brief summary of your project for inclusion in a statewide report on LSWP-Retailer Projects (instructions below).

A. Follow Up with Retailers

- 1 **Call retailers:** Randomly select a sample of approximately 25% of retailers visited (or follow up with all of them if you can). Use the Store Visit Log to guide your questions. Record responses on the 'Store Visit Log' that was filled out during the initial visit. At minimum ask the following:
 - a) Do you need more information or brochures?
 - b) Where is the present location of the poster?
 - c) Have customers or staff asked about LSWP?
 - d) Were any new supplies ordered for LSWP? Which ones?

Record responses on 'Store Visit Log' on pg. 27.

- 2 **Revisit retailers:** Revisit a sample of retailers to look for posters, redo materials inventory and compare with results from initial inventory. Bring a copy of the inventory and note any changes in stocking and whether there are improvements (positive changes / +) or declines (negative changes / -). Consider this project for an intern or student.

The responses can be recorded on the 'Store Visit Log' on pg. 27.

B. Summarize and Share Your Experience

Allow others to benefit from your experience. Have your project included in a statewide report of LSWP-Retailer Projects.

- 1 **Summarize project.** Complete the Summary Sheet for Reporting LSWP Project Results (pg. 30):
- 2 Send info to:

Marilyn Bingham

LSWP Project Coordinator

University of IL, School of Public Health

2121 W. Taylor Street, M/C 922

Chicago, IL 60612

syn@uic.edu

To be included in the 2008 statewide report, please send results by August 1, 2008.

Summary Sheet for Reporting LSWP Project Results

You & Your County

County:

Your Name:

Title:

Your Phone #:

Email:

Work Address:

Your Role in the LSWP-Retailer Project:

Your Project

Paint/Hardware Stores in County:

Paint/Hardware Stores Visited (attach list):

Did you inventory stores for LSWP products? Y N

If yes, please attach summary of results or short description of findings.

Posters Distributed:

Brochures Distributed:

Brief Description of Project; Was it Successful; Was it Well Received?

Materials

Did you use the Lead Safe Illinois, LSWP-Retailer Project Workbook? Y N

If yes, what were the most and least useful parts of the materials?

If no, what materials (if any) did you use?

Suggestion for improving the materials:

Send form to LSWP Retailer Project Coordinator before August 1, 2008 for inclusion in statewide report:

LSWP Retailer Project Coordinator
University of IL, School of Public Health
2121 W. Taylor Street M/C 922
Chicago, IL 60612

THANK YOU!

4. Background

A. Lead is Still a Problem in Illinois

Illinois leads the nation in the number of lead poisoned children. The counties with the highest number of lead poisoned children are Cook (without Chicago), followed by City of Chicago, Kane, Macon, Peoria, Rock Island, and St. Clair.

Lead poisoned children suffer from permanent damage to their brain, including learning disabilities and lowered intelligence. Most children are lead poisoned from lead paint in their homes. As windows are replaced and interiors renovated, old lead paint (buried under layers of non-lead paint) is disturbed, releasing lead dust that ends up on windows, floors and even children's toys. The dust may be very fine and remain on surfaces for a long time, even after cleaning. When children put their hands and toys in their mouths they swallow the lead dust.

There has been much in the news lately about lead contamination in toys and other consumer products. Although these can be very dangerous and should be addressed, these sources are responsible for very few cases of lead poisoning compared to leaded paint in homes.

Across the state, families, landlords and contractors who undertake do-it-yourself projects remain unaware of the risk of lead paint during renovations and window replacement. Without knowing how to do the work safely they place their children at risk of lead poisoning.

B. Illinois Lead Poisoning Prevention Law

The Illinois Lead Poisoning Prevention Act (PA 94-0879/410 ILCS 45) is a prevention-focused law that begins to protect children from becoming lead poisoned. Instead of intervening after a child is poisoned, the new law reduces the likelihood of exposure. One way is to get contractors and do-it-yourselfers to use lead safe work practices (LSWP) when they renovate or remodel homes. Under the new law, retailers that sell supplies intended for paint removal are required to post signs or distribute brochures about lead safe work practices.

C. LSWP-Retailer Project Approach

To accomplish the goal of this project, local health departments must build effective relationships with hardware and paint retailers and make them our partners in a public health prevention campaign.

Lead Poisoning Prevention Act of 2006

Public Act 94-0879

Signed into law (410 ILCS 45) June 20, 2006

Illinois leads the nation in the number of lead-poisoned children. The Illinois Department of Public Health (IDPH) estimates more than 81,000 children are being harmed by lead.

Most children are lead poisoned in their own homes by deteriorating lead paint on windows, doors, and porches in homes built before 1978, or pre-1978 homes being renovated and remodeled. Children also are harmed by items containing lead or covered with lead paint.

Why is Public Act 94-0879 important?

Lead poisoning is entirely preventable. Previously, Illinois law and policy responded after a child had been poisoned. This new law sets out measures that will prevent children from becoming poisoned.

What does Public Act 94-0879 do?

- Protects children most at risk for being harmed by lead by:
 - ⇒ *Requiring lead inspections in units and common areas of buildings when a child under three years of age has a lead level lower than the level that currently triggers an inspection, and*
 - ⇒ *Requiring products children use, eat, or wear to be lead safe.*
- Targets properties and property owners most likely to have lead hazards by:
 - ⇒ *Prohibiting residential property owners who have willfully and knowingly failed to comply with a mitigation order from doing business with the State or State agencies, and*
 - ⇒ *Allowing IDPH to inspect common areas of residential buildings when two or more units within a five-year period have had mitigation notices issued, and requiring lead inspections when a parent or guardian of a child under six, or a pregnant woman residing in the same building requests an inspection. The bill requires IDPH consider the owner's financial ability to complete the repairs when establishing a time frame for the work.*

- Educates the public about lead poisoning by:
 - ⇒ *Requiring signs be posted or brochures distributed about lead safe work practices in stores where supplies intended for paint removal are sold,*
 - ⇒ *Requiring families with children in day care facilities be provided information on lead poisoning, and*
 - ⇒ *Requiring notices be posted in common areas of buildings when a child has been poisoned in one of the units, until the hazards are removed.*
- Holds stakeholders accountable for preventing lead poisoning by:
 - ⇒ *Coordinating data between IDPH and IDHFS,*
 - ⇒ *Adding penalties for failure to comply with existing laws and amendments in HB 4853, and*
 - ⇒ *Requiring state agencies responsible for prosecuting lead poisoning cases to report annually to the General Assembly the number of referrals from the IDPH for prosecution.*

Lead Poisoning Statistics

General Info

Lead cannot be destroyed, completely disposed of or changed in the environment. Ninety percent of lead dust in surface soil will remain after 70 to 200 years.

Exposure to Lead

Lead poisoning is a condition caused most often by eating leaded dust.

Lead paint in homes is commonly found on exterior walls, windows and railings, radiator, stair and door trim.

Renovating or refinishing lead paint surfaces (like replacing windows) creates dust, fumes and debris that can cause lead poisoning.

Because lead is found everywhere, city, suburban and rural children are all at risk.

Children are at greatest risk of lead poisoning because their small bodies absorb more lead than adult bodies do, and the lead hurts them more because their bodies are still growing.

The body carries the lead in the blood to soft tissues and bones, where it can be stored for many years.

Lead Poisoning: Frequency

Lead poisoning is the most common preventable pediatric health problem in the United States today.

In Illinois, 8,123 children were found to have lead poisoning in 2005.

It is estimated that two out of every 10 children in Illinois have blood lead levels that are too high.

Lead Poisoning: Symptoms

Lead poisoning often has no obvious signs, and most children do not report any abnormal symptoms.

Children with lead poisoning may exhibit stomachaches, decreased appetite, hyperactivity, sleeping problems or irritability. Because these early symptoms mimic other childhood problems, lead poisoning is sometimes mistaken for the flu. Symptoms of lead poisoning at very high levels include vomiting, weight loss, dizziness and convulsions.

Lead Poisoning: Health Effects

Lead-poisoned children may suffer from learning disabilities, mental retardation, behavioral problems, lowered intelligence, stunted growth and hearing loss.

Convulsions, coma and death can occur at very high lead levels.

Some recent studies suggest that childhood lead poisoning can contribute to problems later in life, such as academic failure, juvenile delinquency and high blood pressure.

Even small amounts of lead can harm a young child, causing damage to the developing brain and nervous system.

Lead also can harm pregnant women and their unborn children.

The effects of lead are often permanent. Childhood damage can last throughout life.

Sources:

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Illinois Department of Public Health. July, 2004. Get the Lead Out: Facts About Childhood Lead Poisoning. Retrieved on October 5, 2007 from http://www.idph.state.il.us/HealthWellness/leadfs_childhood.pdf

Illinois Department of Public Health. April 25, 2007. Health Beat: Childhood Lead Poisoning. Retrieved October 5, 2007 from <http://www.idph.state.il.us/public/hb/hblead.htm>

Illinois Department of Public Health. July, 2004. Get the Lead Out: Facts About the Medical Consequences of Lead Poisoning. Retrieved on October 5, 2007 from http://www.idph.state.il.us/HealthWellness/leadfs_medical.pdf

Illinois Department of Public Health. (November, 2005) Get the Lead Out: How to Safely Renovate Old Paint. Retrieved October 5, 2007 from http://www.idph.state.il.us/envhealth/pdfLead_Renovation.pdf

D. Resources

For more information:

Loyola University, Civitas ChildLaw Center

www.luc.edu/law/academics/special/center/child/special_programs.html

The Civitas ChildLaw Center, with the City of Chicago Department of Public Health, is leading an initiative to bring together policy makers, advocates, health professionals, City, State, and Federal officials, and academic and community leaders to end childhood lead poisoning by 2010.

Lead Safe Illinois

www.leadSAFEillinois.org

Lead Safe Illinois is a campaign to eliminate childhood lead poisoning by raising awareness and advocating for legislation and policy reform to promote lead poisoning prevention.

The campaign is convened and staffed by the Illinois Lead Safe Housing Task Force, housed within the Loyola Child Law Center.

Illinois Department of Public Health, Lead Poisoning Prevention Program

<http://www.idph.state.il.us/public/hb/hblead.htm>

University of Illinois at Chicago, Great Lakes Center for Occupational and Environmental Health

<http://www.uic.edu/spha/glakes>

The mission of the Great Lakes Centers is to promote a healthy human environment in our workplaces and communities through the academic triad of teaching, research, and service.



