

## ERGONOMICS FREQUENTLY ASKED QUESTIONS

### **What is ergonomics and how can I learn more?**

Ergonomics can roughly be defined as the study of people in their working environment. Please visit the [Ergonomics](#) page on the EHS website for more information.

### **What ergonomic-related services does EHS provide?**

EHS provides:

- A website with information on office ergonomics ([ehs.yale.edu/office-ergonomics](https://ehs.yale.edu/office-ergonomics)).
- Tools and resource guides, including an [Office Ergonomics Self-Assessment](#), to help you make adjustments to your current setup.
- An ergonomic assessment of your work area, if necessary.
- Specification requirements for ergonomics products to ensure compliance with Yale EHS standards.

### **I feel that my workstation is set up improperly. What can I do?**

If you have a concern with your office setting, the first step is to complete the [Office Ergonomics Self-Assessment](#) utilizing the Tools & Resources available at [ehs.yale.edu/office-ergonomics](https://ehs.yale.edu/office-ergonomics) to make adjustments to your current setup. If you still have concerns after a period of approximately two weeks of using your reconfigured setup, please send your self-assessment to [ehs@yale.edu](mailto:ehs@yale.edu).

### **Do I need permission from EHS to change an aspect of my workstation?**

No. If you feel uncomfortable and moving your monitor makes you feel better, do it! Refer to the [Tools and Resources](#) section on the EHS website for more information. Remember, if you are feeling pain that you believe is caused by or increased by your work at Yale, contact your medical provider as soon as possible.

### **Does EHS pay for my new equipment, such as a keyboard tray?**

No. Your department pays for your new equipment.

### **I need to buy equipment for my workstation (i.e. keyboard tray, mouse bridge, etc.). Do I need permission from EHS?**

No. Ergonomic equipment can be purchased the same way as a stapler for your office. Speak with your department's lead administrator for information on ordering office equipment. If you have a documented medical condition that requires specific equipment, contact [Yale's Office for Equal Opportunity Programs](#).