

Safety Consultation and Training Section

Your Partner for a Safer Nevada

Training Program Descriptions

Revised 3/1/07

Asbestos Awareness (2 hours)

This class includes a presentation of the history, physical characteristics, and various types of asbestos containing materials. Discussions also include presumed asbestos containing material, friable conditions, exposure protection, potential health effects, and medical monitoring programs.

Behavior Based Safety and You! Segment One (4 hours) Segment Two (4 hours)

This two segment class focuses on a proactive approach to reducing work place accidents and near miss incidents. Participants study the principles of Behavior Based Safety through video presentations and guided discussion. Participants will also have the opportunity to practically apply their recognition and identification skills of at-risk behaviors through an external class project. Class concludes with each participant discussing their analysis of unsafe behaviors and possible approaches to creating a safer working environment. The class segments will be conducted at least four working days apart to allow for the completion of the external class exercise. ***Attendance of both class segments is required for course completion.***

Bloodborne Pathogens Awareness (3 hours)

This class provides an overview of the OSHA Bloodborne Pathogens Standard. Topics include: bloodborne diseases, blood and body fluid exposures in the work place, exposure control plans, universal precautions, personal protective clothing and equipment, vaccination considerations, and safe work practices.

Concrete and Masonry Regulatory Review (3 Hours)

A review of the concrete and masonry construction regulations found in OSHA standard 29 CFR 1926, Subpart Q. The class covers concrete pours, rebar, post-tensioning, lift-slab, tilt-up, shoring and formwork, as well as limited access zones and bracing for masonry constructions.

Confined Space Awareness (3 hours)

A general program that introduces the participant to OSHA's established regulatory requirements for permit required confined space entry. Topics include hazards associated with confined space entry, atmospheric testing and related procedures, and personal protective equipment. Safe work practices are also discussed.

**Control of Hazardous Energy
“Lockout/Tagout”
(3 hours)**

This class emphasizes locking out all energy sources during maintenance operations. Energy sources include; but are not limited to, electrical, pneumatic, hydraulic, and gravity. The program and procedure requirements are reviewed.

**Cryogenic Materials Awareness
(4 hours)**

The presentation introduces the student to the rationale for the production of cryogenic materials, inherent dangers of cryogenic fluids, specific hazards associated with cryogenic containerization, and general safety procedures that should be applied in handling and transfer operations.

**Ergonomics Awareness
(3 hours)**

This awareness class will review musculoskeletal disorders, major ergonomic risk factors; ergonomic program activities that can help the employer reduce injuries, and what OSHA is currently doing to assist the employers' efforts.

**Excavation Regulatory Review
(4 hours)**

This program provides attendees with a general overview of the requirements of OSHA's Excavation standard (29 CFR 1926, Subpart P). The topics covered include basic soil mechanics, competent and qualified persons, soil classification, general requirements for excavations, protective systems, and inspection requirements.

**Fall Protection Regulatory Review
(3 hours)**

This program reviews the construction regulations in 29 CFR 1926, subpart M. It examines conventional fall protection such as guardrail systems, safety net systems, and personal fall arrest systems.

**Powered Industrial Trucks
“Forklift Safety Awareness”
(3 hours)**

This program is geared toward managers and supervisors. Students are provided an overview of the OSHA Powered Industrial Truck Standard. This program includes safe operating procedures, operator responsibilities, load handling considerations, operator training requirements, and inspection and maintenance requirements.

Four Hour Defensive Driving Course

The overall objective of this course is to increase awareness of, and the need for, defensive driving for employers and employees who operate motor vehicles on public roads as part of their businesses. This is accomplished within a classroom environment by providing attendees with an increased awareness of the risks and hazards associated with adverse driving conditions and providing techniques to reduce those risks. Upon completion of the class, attendees will receive a National Safety Council DDC-4 Course completion card.

Fundamentals of Accident Investigation
14 Hours (Limited to 20 participants)

This two day program provides participants an overview of the accident investigation process and identifies pitfalls to an effective investigation. The class focuses on obtaining human, documentary and physical evidence, and using the various types of analytical techniques for determining accident causes. Accident report formats are discussed and course content is reinforced with workshop exercises.

Hazard Communication Awareness
(3 hours)

The presentation provides an overview of the written hazard communication requirements. Topics covered will include: labeling, inventory, material safety data sheets, and training.

Hearing Conservation Program
(3 hours)

This program introduces the student to physics of sound, anatomy of the human ear, causes of hearing loss, requirements of OSHA's noise regulation, how to choose proper methods of noise control, and developing a hearing conservation program.

Identifying & Controlling Electrical Hazards
(3 ½ hours)

The program provides an awareness of the general hazards of electricity in the workplace. This is accomplished through a review of the basic physical characteristics of electricity, an overview of electrical safety, how to identify common electrical hazards, and some methods to control them.

Industrial Accident Investigation
(8 hours)

This class focuses on the various aspects of industrial accidents and the importance of appropriate investigative techniques. Program components include: evidence, victim/witness interviews, documentation, preservation of physical evidence, and applied practical skill development.

Instructor Development Program
(24 hours based on 20 participants)

The target audience for this course is those individuals who are responsible for the development and delivery of training programs. Course content focuses on topic selection, materials organization, identification of objectives, outline preparation, presentation skills, evaluation tools, and the use of presentation technology. Course work also includes the development of a lesson plan and a brief presentation by each participant.

Introduction to OSHA
(3 hours)

This awareness training is intended to familiarize the participant with the purpose and history of the OSHA act, functions of the enforcement section, functions of the consultation section, and sources of the occupational safety and health standards.

Keys to Unlock Workplace Safety (Options I & II) **(7 hours)**

The program discusses four “keys” that employers may use to help ensure a safe and healthful workplace environment for their employees while also assisting employers to more effectively comply with Nevada’s written safety program requirements.

Option I: Covers four key elements: Nevada Safety & Health Overview, Hazard Identification & Control Guidelines, Training Guidelines and Resource Materials.

Option II: Same as Option I except Accident Investigation is substituted for Training Guidelines.

Machine Safeguarding **(3 hours)**

Participants are introduced to the concepts of machine safeguarding. 29 CFR 1910, subpart O will be reviewed with respect to woodworking machinery, abrasive wheel machinery, mechanical power presses, mechanical power transmission apparatus, and general requirements.

Material Safety Data Sheets **(4 hours)**

A comprehensive review of the various components of OSHA’s Material Safety Data Sheet (MSDS). The program includes discussions of the physical and chemical properties of hazardous substances, potential health hazards, and MSDS terminology. Class focus is on the application of MSDS information to the work environment.

Nursing Home and Health Care Seminar **(7 hours)**

Nursing homes and health care businesses experience one of the highest injury rates of all industries in the United States. The seminar addresses six areas that need to be addressed by managers and supervisors to reduce injury and illness frequency and severity. The topics include: an introduction to OSHA and the written safety program; bloodborne pathogens and TB; lifting, slips, trips, and falls; critical areas of concern; hazard communication; and workplace violence.

OSHA 10-hour Construction Course **(2 days)**

This two-day course provides an introduction to OSHA and OSHA’s Construction Standards, 29 CFR 1926. It will cover several subparts of the standard with emphasis on Nevada enforcement activities. Attendees must attend both days to receive the OSHA attendance card.

OSHA 30-hour Construction Outreach Program **(5 days)**

This five-day course will provide training in OSHA’s Construction Standards, 29 CFR 1926. It is an expanded version of the ten-hour course. Attendees must attend all five days to receive the OSHA attendance card.

**OSHA 10-hour General Industry Course
(2 days)**

This two-day course provides an introduction into OSHA and briefly introduces OSHA's General Industry Standards, 29 CFR 1910. It will cover several subparts of the standard with emphasis on Nevada enforcement activities. Attendees must attend both days to receive the OSHA attendance card.

**OSHA 30-hour General Industry Outreach Program
(5 days)**

This five-day course will provide training in OSHA's General Industry Standards, 29 CFR 1910. It is an expanded version of the ten-hour course. Attendees must attend all five days to receive the OSHA attendance card.

**OSHA Injury and Illness Recordkeeping "OSHA 300 Log"
(3 ½ hours)**

The presentation covers employer injury and illness recordkeeping requirements of the OSH Act of 1970. The discussion includes: OSHA's basic recordkeeping requirements outlined in 29 CFR 1904, injury and illness recordkeeping criteria, recordable and non-recordable injury and illness determination, recordkeeping forms and their maintenance, and posting requirements.

**Respiratory Protection Awareness
(2 hours)**

An introduction to OSHA's Respiratory Protection Standard 29 CFR 1910.134. This class focuses on the scope, application and organization of the standard. The class also provides a brief overview of the requirements of a respirator program, medical evaluation, fit testing protocols, training requirements and selected definitions.

**Safe Work Practices in Confined Spaces
(5 hours)**

This presentation includes features of the Confined Space Awareness program with additional information covering hot work activities and line breaking operations.

**Scaffold Regulatory Review
(3 hours)**

This program reviews the Construction Scaffold Regulations and new standard format. The emphasis will be on supported scaffolds with some specifics on suspended scaffold changes. The program ends with a discussion on the training requirements.

**Steel Erection Regulatory Review
(3 hours)**

The overall goal of the program is to summarize the requirements of OSHA's steel erection standard and provide attendees with an overview of key management elements. Emphasis is placed on the duties of the general and erection contractors, specific tasks covered by the standard, a summary of hoisting and rigging, fall protection, and employee training.

Supervisory Communication with Non-English Speaking Employees (2 hours)

This class is designed to assist employers in their communication with non-English speaking employees. The class will cover: 1) background information on communication, 2) situations that might be faced when communicating with someone from another cultural background, 3) things to consider when communicating, 4) tips to ease communication, and 5) some helpful Spanish phrases that might be used in the workplace.

Video Display Terminal – Ergonomic Concerns (2 hours)

This program provides attendees with an understanding of the ergonomic risk factors associated with employees who use video display terminals (VDT), types of injuries experienced by VDT users, methods to make VDT workstations more ergonomically friendly, and benefits that can be derived from ergonomically improving VDT workstations.

Workplace Emergencies and Evacuation (2 hours)

This presentation gives an overview to prepare for a workplace emergency. Topics that will be covered include: type of disasters, response plans, protection from airborne, biological, radiological attacks and mass evacuations.

Workplace Evaluation and Management Tools (7 hours)

This presentation assists the student in the development of effective evaluation and management tools for use in their safety and health programs. The class focuses on the procedures for doing a safety assessment, job safety analysis, setting up a functional safety committee, and using root cause analysis to do a thorough accident investigation. Emphasis is placed on the importance of total management commitment.

Workplace Violence Awareness (7 ½ hours)

This class offers a comprehensive overview of violent behavior in the workplace. Participants are introduced to the dimensions of violence and aggression and the precursors to workplace violence. Regulatory measures and OSHA's commitment to combating violence in the workplace are discussed. The class includes individual and group participant activities. Discussions also focus on: categories of violent behavior, fundamental concepts of physical security, and a systems approach to target hardening and prevention - reduction strategies.

Written Workplace Safety Program (3 hours)

Discusses the need for an effective Written Workplace Safety Program, Nevada's requirement for such a program, and the various activities required to comply with the program's six major elements. The elements are: responsibilities, hazard identification, training, accident investigation, enforcement, and safety committees.