
Training Program Descriptions/ Descripciones de Programas de Entrenamiento

Texas Department
of Insurance



Provided by

Workplace
Safety

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Training Program Descriptions

Training courses can be delivered onsite to businesses, groups, and trade associations with priority given to those industries/occupations that experience high incidence of injuries, illnesses and fatalities in Texas. Many courses may be presented to any business/industry via teleconference.

Contact us for more details at:

Phone: 1-800-687-7080 or 512-804-4610

Fax: 512-804-4611

Visit our web site:

<http://www.tdi.state.tx.us/wc/safety/index.html>

Descripciones de Programas de Entrenamiento

Los cursos de capacitación en español son disponibles a empresas, grupos, y asociaciones comerciales. Se dará prioridad a aquellas industrias u oficios que experimentan índices altos de lesiones, enfermedades y muertes en Texas. Muchos de los cursos se prestan a impartirse mediante una teleconferencia.

Comuníquese con nosotros sobre detalles:

Teléfono: 1-800-687-7080 o 512-804-4610

Fax: 512-804-4611

Visite nuestro sitio de red: [http://](http://www.tdi.state.tx.us/wc/safety/index.html)

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* Accident Investigation

Instead of being a “fact finding mission”, accident investigation is often perceived as an exercise in “blame-laying and finger-pointing”. An effective accident investigation is a systematic process of recording what happened, who was involved, the resulting injuries, and concludes with determining the causes and eliminating them. This program provides employers and employees the tools necessary to work together and create an accident investigation team. Through lecture, discussion, and hands on exercises, the attendees will learn accident investigation theory; how to put together an investigator’s tool kit, how to assemble an accident investigation team, effective information gathering techniques, and how to develop corrective actions based on accident analysis.

(Length: 1-3 hours) Can be delivered via teleconference at no cost.

Investigación de Accidentes

En vez de ser una misión para descubrir los hechos, la investigación de accidentes muchas veces es percibida como un ejercicio para encontrar culpabilidad y hacer acusaciones. Una investigación de accidentes eficiente es un proceso sistemático de anotar lo que sucedió, quien estuvo involucrado, las lesiones resultantes, y concluye con una determinación de las causas del accidente y como eliminarlas. Este programa proporciona a empleadores y empleados las técnicas necesarias para trabajar juntos en la creación de un equipo de investigación de accidentes. Mediante conferencias, discusiones, y ejercicios prácticos, los participantes aprenderán la teoría de investigación de accidentes, cómo ensamblar un estuche de herramientas de investigación, cómo reunir un equipo para investigar accidentes, técnicas eficaces de recolectar datos, y cómo elaborar acciones correctivas a base de análisis del accidente. *(Duración: de 1 a 3 horas) Se puede impartir gratis mediante teleconferencia*

* Accident Prevention Planning

A well-structured accident prevention program is the backbone of all safety programs. The seven components of accident prevention planning; management, accident investigation, safety training, inspections, safety analysis, record keeping, and program review; enable employers to create a safe work environment that fosters productivity and professionalism. Besides learning about the safety regulations that drive safety programs, the attendees will complete exercises that will teach them how to successfully perform record keeping tasks, trend analysis, job hazard analysis, determine training requirements, safety inspections, and accident investigation.

(Length 1-8 hours)

Planeando la Prevención de Accidentes

Un programa bien estructurado de prevención de accidentes es el eje de cualquier programa de seguridad. Los siete componentes de la planeación de prevención de accidentes: administración, investigación de accidentes, capacitación, inspecciones, análisis de seguridad, mantenimiento de datos, y reexaminación del programa permiten a los empleadores crear un ambiente de trabajo seguro que fomenta productividad y profesionalismo. Además de aprender de las reglas de seguridad que impulsan los programas de seguridad, los asistentes completarán ejercicios que los enseñarán a ejecutar tareas de mantenimiento de datos, análisis de tendencias, análisis de peligros en el trabajo, determinación de requisitos de capacitación, inspecciones de seguridad, e investigación de accidentes. *(Duración: de 1 a 8 horas)*

* Back Injury Prevention

The bones, muscles, tendons, and ligaments that make up our back literally hold us up. Since our back is such an integral part of us, we often take it for granted and subject it to misuse

and abuse. In fact, one of the most frequent and expensive sources of workers' compensation claims is back injury. By increasing one's awareness of risk factors associated with back injuries and by following recommended preventative measures, it is possible to significantly reduce the likelihood of experiencing a back injury. Topics that are explored as part of this program include the anatomy and physiology of the back/spine, body mechanics, healthy lifestyle changes, manual material handling, and effective workplace back injury prevention programs. *(Length: 1-4 hours) Can be delivered via teleconference at no cost*

Prevención de Lesiones a la Espalda

Los huesos, músculos, tendones y ligamentos que forman parte de nuestras espaldas nos soportan de una manera muy literal. Ya que la espalda es una parte tan integral del cuerpo, muchas veces no la valoramos y la sometemos al abuso y maltrato. De hecho, uno de los más frecuentes y más costosos reclamos de compensación al trabajador es para una lesión a la espalda. Abriendo nuestra consciencia a los factores asociados con lesiones a la espalda y tomando las medidas preventivas recomendadas, es posible reducir de manera significativa la probabilidad de sufrir una lesión a la espalda. Temas que se exploran como parte de este programa incluyen la anatomía y fisiología de la espalda/columna vertebral, la mecánica del cuerpo, cambios benéficos en el estilo de vida, el manejo manual de materiales y programas eficaces de prevención de lesiones a la espalda en los sitios de trabajo. *(Duración de 1 a 4 horas) Se puede impartir gratis mediante teleconferencia*

*** Bloodborne Pathogens**

Bloodborne pathogens have been with us for centuries. Until the 1980's bloodborne pathogens were seen as a safety issue that primarily affected the healthcare industry. The emergence of HIV and hepatitis B, C, and D brought bloodborne pathogens safety issues into every workplace and household. This resulted in Occupational Safety and Health Administration (OSHA) enacting 29 Code of Federal Regulations (CFR) 1910.1030, the Bloodborne Pathogen Standard. Topics that are presented in this program include basic microbiology, hazard determination, exposure control plan development and implementation, methods of compliance, vaccination, post-exposure protocols, record keeping, and training. The program for medical providers includes information on the OSHA Needlestick Act. This program may be customized for medical and non-medical settings. *(Length: 1-4 hours). Can be delivered via teleconference at no cost*

Patógenos Transportados por la Sangre

Los patógenos sanguíneos han existido desde hace muchos siglos. Hasta la década de los 80 los patógenos sanguíneos se consideraban como un asunto de higiene que afectaba

principalmente a la industria del cuidado a la salud. El surgimiento del VIH y la hepatitis B, C, y D introdujo el asunto

a todos los lugares de trabajo y a todos los hogares. Todo esto resultó en la promulgación del 29 Código de Normas Federales (CFR) 1910.1030 de OSHA, el Estándar de Patógenos Sanguíneos. Temas presentados en este curso incluyen

la microbiología básica, determinación de peligro, el desarrollo e implementación de un plan de control de exposición, métodos de conformar con la ley, vacunaciones, protocolos pos-exposición, registros, y entrenamiento. Este curso puede ser diseñado para escenarios médicos. El programa para los profesionales en la industria médica incluye información sobre el Acta de Picaduras de Agujas de OSHA. Este programa se puede personalizar para escenarios médicos y no-médicos.

(Duración: de 1 a 4 horas) Se puede impartir gratis mediante teleconferencia

Bloodborne Pathogens and Infection Control for Laboratories

Laboratories that handle biological materials that are of human and/or animal origin must address the "biological safety" needs of their employees. From a safety perspective, biological hazard control is primarily addressed via OSHA's Bloodborne Pathogen Standard, 29 CFR 1910.1300. It is often difficult for employers in this industry to obtain industry-specific bloodborne pathogen training materials. This training program addresses the biological hazard control and training needs of laboratories. The topics that are covered include: hazard identification and elimination; workplace pathogens of concern; Exposure Control Plan implementation and maintenance; hazardous waste management, labeling, personal protective equipment; and compliance responsibilities of the employer and the employees. Further, since contamination control and infection control are one in the same for laboratories, this training program also addresses the impact that safety compliance has on quality control. *(Length: 4 Hours)*

*** Confined Space Entry**

Upon completion of the program all students will have a working knowledge of the OSHA General Industry 29 CFR 1910.146, Permit Required Confined Spaces, to include how to put a confined space program together. The program will also cover all requirements and best safety practices for a confined space program. Program topics include definitions of a confined space and a permit entry confined space, confined space entry requirements, atmospheric testing, confined space program requirements, permit requirements for confined space entry, job duties and responsibilities of personnel involved in the process, and rescue and emergency services. *(Length: 1-2 hours) This program may be included in the Safety & Health Outreach Program – General Industry. Can be delivered on its own via teleconference at no cost*

Entrada en los Espacios Reducidos

Al completar el programa, todos los participantes tendrán conocimientos prácticos del 29 CFR 1910.146 del OSHA para

la Industria General de los Espacios Reducidos Requiriendo Permiso, incluyendo el cómo formar un programa de espacio reducido. El programa también incluirá todos los requisitos y las mejores prácticas de seguridad para un programa de espacio reducido. Los temas incluyen las definiciones de un simple espacio reducido y de un espacio reducido-permiso requerido, requisitos de entrada, análisis de atmósfera, requisitos de un programa de espacio reducido, requisitos para permiso para entrar en un espacio reducido, deberes y responsabilidades del personal involucrado en el proceso, y servicios de rescate y emergencia. *(Duración: de 1 a 2 horas) Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria General. Se puede impartir gratis mediante teleconferencia*

Defensive Driving (Available only in the Austin area)

This six-hour interactive and participatory class was developed by the National Traffic Safety Institute and is presented by a qualified instructor. The course covers: understanding how

- attitude influences behavior;
- evaluating current driving patterns and how to change them;
- practicing safe and economical driving techniques;
- practicing responsible driving; and
- increasing driver awareness.

Insurance companies recognize this course for an insurance discount. Participants are required to attend for all six hours to receive their certification. *(6 hours)*

Drug-Free Workplace

This program will review the components of a drug-free workplace program and policy. The program will also cover the types and effects of drugs to be used in identifying the type of abuse. Program topics include the cost of drugs on a business, statistics, drug abuse policy, signs and effects of alcohol, marijuana, stimulants, depressants, narcotics, hallucinogens, and inhalants, quick eye alert and indicators, interdiction techniques, and resources. The program can also include information to develop a drug-free workplace program. *(Length: 1-2 hours) Can be delivered via teleconferencia at no cost*

Effective Safety Committee Operations

Planning and managing a successful safety committee requires commitment: it takes effort, time and money. To receive a positive return for your effort, it's important that your safety committee be as fruitful as possible. This workshop will help you and your safety staff critically analyze the organization so that improvements may be effectively designed and implemented. *(Length: 4 hours)*

*** Electrical Safety**

This program teaches OSHA General Industry 29 CFR 1910.331-335 standards and best practices. Topics included in the program are elements of electricity, hazards of electricity, protective devices, fuses, safe work practices, equipment use, testing equipment, safeguards for personal protection, and conducting electrical inspections. *(Length: 1 hour) This program may be included in the Safety & Health Outreach Program – General Industry. Can be delivered via teleconferencia at no cost*

La Seguridad al Trabajar con Electricidad

Este programa enseña las normas y mejores prácticas de la OSHA 29 CFR 1910.331-335 para la Industria General. Temas incluidos en el programa incluyen: los elementos de la electricidad, los peligros de la electricidad, aparatos protectivos, fusibles, técnicas seguras de trabajar, el uso de equipo, equipo de prueba, maneras de protegerse, y la ejecución de inspecciones eléctricas. *(Duración: 1 hora) Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria General. Se puede impartir gratis mediante teleconferencia*

Emergency Preparedness

Being prepared can reduce fear, anxiety, and losses that accompany disasters. Communities, families, and individuals should know what to do in the event of a fire and where to seek shelter during a tornado. They should be ready to evacuate their homes and take refuge in public shelters and know how to care for their basic medical needs. People also can reduce the impact of disasters (flood proofing, elevating a home or moving a home out of harm's way, and securing items that could shake loose in an earthquake) and sometimes avoid the danger completely. This program will enable the participant to:

- Develop and emergency plan
- Collect and assemble a disaster supplies kit
- Seek suitable shelter
- Identify community warning systems and evacuation routes
- Correct specific hazards

(Length: 4 hours)

*** Ergonomics (Office or General Industry)**

This program will cover the topics needed to prevent ergonomic injuries in the workplace. The program will also cover workplace hazards and factors that contribute to ergonomic injuries, and how to create a program to train employees to avoid ergonomic injuries. This program can be customized to meet the needs of your business. Topics that can be included are science of ergonomics, early signs of ergonomic illnesses, terminology, strains and sprains, neutral position, functions of the back and spine, common musculoskeletal disorders,

risk factors for ergonomic illnesses, workplace hazards, safe lifting practices, office ergonomics, driver ergonomics, job design, injury prevention techniques, training, and ergonomic program components. *(Length: 1-4 hours) Can be delivered via teleconference at no cost*

La Ergonomía (Oficina o Industria General)

Este programa cubrirá los temas necesarios para prevenir lesiones ergonómicas en el lugar de trabajo. También abarcará peligros y factores en el lugar de trabajo que contribuyen a lesiones ergonómicas, y cómo crear un programa para entrenarles a los empleados en cómo evitar tales lesiones. Este programa puede ser diseñado de encargo según las necesidades de su empresa. Temas posibles son: la ciencia de la ergonomía, señales iniciales de las enfermedades ergonómicas, terminología, distensiones y torceduras, la posición neutral, las funciones de la espalda y la columna vertebral, desordenes músculoesqueléticos comunes, factores de riesgo para enfermedades ergonómicas, peligros en las áreas de trabajo, técnicas seguras para levantar objetos, ergonomía en la oficina, ergonomía para conductores, diseño del trabajo, técnicas para prevenir lesiones, entrenamiento, y los componentes de un programa de ergonomía. *(Duración: de 1 a 4 horas) Se puede impartir gratis mediante teleconferencia*

*** Fall Protection**

This program covers the requirements of 29 CFR 1926, Fall Protection. Some of the topics covered are employer responsibilities, fall protection requirements for specific work areas, requirements for protection from falling objects, the six fall protection systems, proper procedures for fall protection systems inspection, the elements of fall protection planning, guidelines for developing emergency response planning and training requirements of Subpart M. *(Length: 1-3 hours) This program may be included in the Safety & Health Outreach Program – Construction. Can be delivered on its own via teleconference at no cost*

Protección contra Caídas

Este programa abarca los requisitos de la 29 CFR 1926, Protección contra Caídas. Algunos de los temas cubiertos son: responsabilidades que se aplican a la protección contra caídas, requisitos de protección contra caídas para áreas específicas de trabajo, requisitos de protección contra objetos en desplome, los seis sistemas de protección contra caídas, los procedimientos correctos para la inspección de sistemas de protección contra caídas, los elementos de la planeación de protección contra caídas, pautas para el desarrollo de planeación de respuestas de emergencia, y requisitos de capacitación de la Subsección M. *(Duración: de 1 a 3 horas) Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria de la Construcción. Se puede impartir gratis mediante teleconferencia*

*** Fire Safety and Awareness**

Fire hazards are always present in the workplace. This program will give attendees the tools to minimize the hazard of fire by understanding the principles for proper storage of materials and chemicals. With the correct implementation of an emergency action plan as well as training presented in this course, injuries and fatalities can be drastically reduced in the event of a fire emergency. Fire can be extremely detrimental to the operation of any facility and the processes discussed here can minimize this interruption. Course topics include Emergency Action Plan, reporting criteria, exit requirements, emergency response, fire classifications, fire detection and alarm systems, and fixed and portable fire systems. *(Length: 1 hour) This program may be included in the Safety & Health Outreach Program – General Industry. Can be delivered on its own via teleconference at no cost*

Consciencia y Seguridad Contra los Incendios

El peligro de un incendio existe a toda hora en los lugares de trabajo. Este programa proporcionará a los participantes maneras de minimizar el riesgo de un incendio utilizando los principios para el almacenaje apropiado de materiales y químicos. Con la implementación correcta de un plan de emergencia y el entrenamiento impartido en este curso, las lesiones y los muertos en el evento de una emergencia involucrando un incendio pueden reducirse de manera significativa. Un incendio puede ser extremadamente perjudicial para la operación de cualquier negocio, y los procesos presentados en este curso pueden minimizar la posibilidad de una interrupción. Temas del curso incluyen Plan de Acción en caso de Emergencia, criterios para reportar incendios, requisitos de las salidas, respuestas a emergencias, clasificaciones de incendios, sistemas de alarmas y detección de incendios, y sistemas fijos y portátiles de combatir incendios. *(Duración: 1 hora) Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria General. Se puede impartir gratis mediante teleconferencia*

First Aid/CPR The American Heart Association

(AHA) First Aid/CPR/AED training course is designed to address emergencies that a first aid provider is most likely to encounter at the worksite. The course consists of 6 sections. Three of the sections are required and 3 are elective, although 2 sections are highly recommended.

General Principles

Potential liability & responsibilities of the first aid rescuer; contents of the First Aid Kit & when to bring it; safety for the victim & rescuer; protection from potential bloodborne pathogens; activating the first link of the Chain of Survival; assessment of the victim; and post-emergency actions.

Medical Emergencies

Breathing problems; chest pain & heart attack; fainting; diabetes; stroke; and seizures

Injury Emergencies

Bleeding; head & possible spinal injury; injury to bones, joints, & muscles; & burns (*Length: 6-8 hours*)

From Distress to De-stress – Stress Reduction Skills

Headaches? Irritability? Loss of focus? Back pain? Indigestion? Weight problems? These are all symptoms of unrelieved stress in your life! The price of stress can be measured in lowered production, excessive absenteeism, and increased healthcare costs. This training identifies causes of stress and provides stress and time management skills to help reduce/minimize the effects of stress in our lives. Job stress in the U.S. costs \$200 billion annually in terms of illness and injury. Stress is the number one problem for those who are juggling responsibilities at work, and at home caring for children and aging parents. Stress causes physical problems and illness, creating headaches, stomach pains, neck and shoulder pains, weight gain, fatigue and depression. Stress may cause life-threatening diseases if left unchecked. It can increase the potential for safety hazards and violence.

Failing to manage our time at work and at home also contributes to stress. Once we identify the ways in which we sabotage ourselves, we can then develop skills and techniques to better manage our responsibilities, and even schedule time for ourselves.

Learn skills and techniques to make your life safe, relaxed and organized. (*Length: 1 – 2 hours*)

* Hand Tool Safety

Hand tools are the most widely used equipment available to employees. The proper inspection, use and maintenance will ensure that incidents from malfunctioning machines will be reduced. This program will offer instruction that will bring the users into compliance with the 29 CFR 1910 Subpart P and the 29 CFR 1926 Subpart I requirements from OSHA. Program topics include machine guarding requirements, equipment anchoring, Personal Protective Equipment (PPE) requirements, and general hand tool requirements. (*Length: 1 hour per subpart*) *This program may be included in either the Safety & Health Outreach Program – General Industry or Construction. Can be delivered on its own via teleconference at no cost.*

La Seguridad con las Herramientas Manuales y Motorizadas

Las herramientas de mano constituyen el equipo de más uso disponible a los trabajadores. La inspección, uso, y mantenimiento correcto asegurará la reducción de incidentes resultando debido al mal funcionamiento de máquinas. Este

programa ofrece instrucción que permitirá que los usuarios lleguen a cumplir con los requisitos de OSHA de la 29 CFR 1910 Sub-sección P y la 29 CFR 1926 Sub-sección I. Temas del programa incluyen: requisitos de cubiertas de seguridad en las máquinas, equipo de anclaje, requisitos de ropa de protección personal, y requisitos generales de las herramientas de mano. (*Duración: 1 hora cada sub-sección*) *Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria General o Construcción. Se puede impartir gratis mediante teleconferencia*

* Hazard Communication

Hazard communication is the most often cited regulation by OSHA. To maintain the safety and health of employees exposed to hazardous chemicals, certain protective measures and procedures must be followed. This program will give employers and employees the tools to find and abate hazards associated with hazardous chemicals in the workplace as well as staying within the guidelines of the OSHA regulation. Topics include federal and state regulations, rights and responsibilities, hazard determination, routes of entry, chemical inventory, Material Safety Data Sheets, labeling, training,

HazCom program development, and reporting and spill response. (*Length: 1-3 hours*) *This program may be included in either the Safety & Health Outreach Program – General Industry or Construction. Can be delivered on its own via teleconference at no cost*

Comunicación de Riesgos

La comunicación de riesgos es la norma citada con más frecuencia por OSHA. Para mantener la seguridad y salud de trabajadores expuestos a químicos peligrosos, hay que cumplir con ciertas medidas de protección. Este programa proporcionará a empleadores y trabajadores los instrumentos para encontrar y acabar con peligros relacionados a químicos peligrosos en el trabajo y también para mantenerse dentro de las directrices de la norma de OSHA. Temas incluyen: normas federales y estatales, derechos y responsabilidades, determinación de peligros, rutas de entrada, inventario de químicos, Hojas de Datos de Seguridad de Material, etiquetas, capacitación, desarrollo de un programa de comunicación de riesgos, y reportando y respondiendo a un derrame. (*Duración: de 1 a 3 horas*) *Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria General o Construcción. Se puede impartir gratis mediante teleconferencia*

Hazard Communication Program Development Workshop

The development of the Hazard Communication Program can be an overwhelming task. To ensure that it is done effectively, all information must be included to meet regulatory requirements. This program will give the student the necessary information to create a HazCom program in the most efficient

manner while maintaining the necessary content required by the regulatory agencies. This program covers federal and state requirements for a hazard communication program. Session I covers OSHA and Texas Department of Health (TDH) regulations. Session II consists of a program development workshop using a company model which will include: training employees to read material safety data sheets, step by step program development, developing an effective training program, and program evaluation. *(Length: 4-6 hours)*

Hazard Recognition and Elimination

Hazard Recognition and Elimination is a corner stone of any effective safety program. Specific mandatory written safety (and environmental) programs are driven by site-specific unsafe conditions and hazardous materials. Often safety committees are enlisted by their employers to complete this task. When it comes to performing the site hazard analysis, employees and employers often have not been trained to successfully execute this ongoing mission.

This seminar is designed to familiarize employers and employees with the logistics and the process of implementing a successful hazard recognition and elimination program. *(Length: 4 hours)*

Hazardous Materials Awareness for First Responders

Timely response to chemical spills is critical to keeping exposure to personnel, property, and the environment as minimal as possible. Coordinating this task requires response from all levels of the work environment. This course will help to educate personnel in their roles in the process, communication and reporting criteria, as well as cleanup and the final disposition of chemical wastes generated. This is the entry level program into hazardous material response. This course provides an understanding of hazardous materials and the risks associated with them, how to recognize hazardous materials, how to use the North American Emergency Response Guidebook, and how and when to call for assistance. This course is a prerequisite for all other Hazardous Materials for First

Responders courses. (Length: 8 hours)

Hazardous Waste Management

Effective hazardous waste management is a complicated endeavor, because this area of compliance is governed by both occupational safety as well as environmental regulations. It is an area where numerous federal and state laws must be understood and observed. This course examines the six major regulatory drivers for effective hazardous waste management and the associated documentation, discusses the chemistry of hazardous waste and the proper protocol for waste stream classification and addresses proper waste accumulation practices, an adequate written spill response program, and employee training. PPE selection, inspections, and proper hazardous waste storage round out this training

program. This course can be customized to meet site specific training requirements or it may be delivered as general awareness training. *(Length 4 to 8 hours)*

*** Hearing Conservation**

This program is a review of both 29 CFR 1910.95 and 29 CFR 1926.52 regarding hearing conservation. Topics discussed will include terminology associated with hearing conservation, general principles of hearing and the auditory system, noise hazards and general principles of noise hazard evaluation, general principles of hearing protection and hearing protector selection, requirements of a hearing conservation program, employee training requirements, employer and employee responsibilities, the general requirements for hearing protector cleaning, maintenance, and inspection, and other topics depending on the length of the training. *(Length 1-4 hours)*
Can be delivered via teleconference at no cost

Conservación de la Audición

Este programa es un repaso de 29 CFR 1910.95 y 29 CFR 1926.52 tocantes a la conservación de la audición. Temas presentados incluyen la terminología asociada con la conservación de la audición, peligros del ruido y principios generales de su evaluación, principios generales de la protección del sistema auditivo, la selección de la protección, requisitos de un programa de conservación de audición, requisitos de entrenamiento para los empleados, responsabilidades de los empleadores y de los empleados, requisitos generales de sanitarización, inspección y mantenimiento de los protectores, y otros temas según la duración del curso. *(Duración: de 1 a 4 horas)*
Se puede impartir gratis mediante teleconferencia

*** Hidden Hazards**

Offices are brimming with hidden hazards. This program helps workers to become more aware of their surroundings and “spot” these unseen hazards. The topics discussed will provide ways to safeguard our work areas and ourselves. Some of the hazards addressed in this program are electrical, chemical, material storage, ergonomics and fire. *(Length: 1 hour)*
Can be delivered via teleconference at no cost

Peligros Ocultos

Las oficinas están llenas de peligros escondidos. Este programa ayuda a los trabajadores a ser más conscientes de su entorno y a identificar estos peligros ocultos. Los temas discutidos proporcionarán maneras de hacer más seguros nuestros lugares de trabajo y de protegernos. Algunos de los peligros tratados en este programa son: eléctricos, químicos, almacenaje de material, ergonómicos, e incendios. *(Duración: 1 hora)*
Se puede impartir gratis mediante teleconferencia

It's About Time - Time Management

What's important to you? What's your style of management? Disorganization and clutter lead to unclear thinking and an inability to complete tasks on time. Are you late for meetings? When you leave things until the last minute safety and

credibility are impacted. Hurry up can hurt! How you deal with your issues will affect how you manage your time and your life. Find out how to develop a strategy for simplifying your life, organizing your schedule, and safely managing your affairs. Learn to analyze what works for you, create a functional space, and evaluate the results. *(Length: 1 – 2 hours)*

Landscaping and Grounds Personnel Safety

Individuals who work in landscaping, grounds keeping, nurseries, and other area of horticulture are subject to numerous industry and task-specific hazards such as noise, chemicals, insects, weather, and repetitive motion. Timely and appropriate safety training can greatly reduce worker exposures and injuries. This course is for the “field worker” as well as for supervisory and risk management personnel. The information is presented through a combination of lecture, discussion, videos, handouts, and hands-on training. The topics that are addressed include:

- Tool, equipment, and machinery safety
- Hot weather safety
- Back and lifting safety
- Avoiding poisonous plants and dangerous animals
- Safety training requirements
- Hazard identification and elimination
- Safety program development and implementation

(Length: 4 hours)

*** Lockout/Tagout**

This program provides assistance in developing and administering a lockout/tagout program that meets the requirements of the OSHA General Industry 29 CFR 1910.147, The Control of Hazardous Energy, for your company. Our program uses OSHA’s six steps for preventing lockout/tagout accidents. Upon completion of this program students will understand the requirements and be familiar with the best practices for a lockout/tagout program. This course will also provide an understanding of the importance of lockout/tagout procedures and the dangers of hazardous energy. *(Length: 1-2 hours)* *This program may be included in the Safety & Health Outreach Program – General Industry. Can be delivered on its own via teleconference at no cost*

Cierre/Etiquetado

Este programa proporciona ayuda en la formación y administración de un programa de cierre/etiquetado que cumple con los requisitos del 29 CFR 1910.147 de OSHA para la Industria General, el Control de Energía Peligrosa, para su empresa. Nuestro programa incorpora los seis pasos de OSHA para prevenir accidentes relacionados al cierre/etiquetado. Al completar este programa, los participantes entenderán los requisitos y estarán familiarizados con las mejores prácticas

de un programa de cierre/etiquetado. Este curso también proporcionará una comprensión de la importancia de los procedimientos de cierre/etiquetado y de los peligros de la energía peligrosa. *(Duración: 1 hora)* *Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria General. Se puede impartir gratis mediante teleconferencia*

*** Machine Guarding**

Guards are placed on machines to prevent workers from losing fingers, hands, arms, and even dying. This program highlights the categories and types of safeguards for machine guarding, and the importance of using guards to avoid injuries. *(Length: 1 hour)* *This program may also be included in the Safety & Health Outreach Program – General Industry. Can be delivered on its own via teleconference at no cost*

Barreras y Protectores de Máquinas

Se colocan barreras en las máquinas para impedir que los empleados pierdan dedos, manos, brazos, o sus vidas. Este programa destaca las categorías y tipos de protección para las máquinas, y la importancia de usar protección para evitar lesiones. *(Duración: 1 hora)* *Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria General. Se puede impartir gratis mediante teleconferencia*

*** OSHA Injury and Illness Record Keeping**

The revision of OSHA’s Record Keeping standard CFR 1904 that took effect January 1, 2002, is examined and explained. Topics include: which businesses are required to maintain records, criteria for recording different types of illnesses and injuries, differences between medical treatment and first aid, employee privacy safeguards and access to records. Three hands-on exercises are included to give seminar participants experience in working with the new forms. *(Length: 1-4 hours)* *Can be delivered via teleconference at no cost*

Mantenimiento de Registros de Lesiones y Enfermedades – OSHA

Se examina y se explica la revisión de la norma de OSHA CFR 1904 tratándose del mantenimiento de registros que entró en vigor el 1° de enero del 2002. Temas incluyen: cuales empresas tienen que mantener registros, criterios para anotar diferentes tipos de enfermedades y lesiones, la diferencia entre tratamiento médico y primeros auxilios, garantías de privacidad del trabajador, y acceso a registros. Tres ejercicios prácticos se incluyen para dar a los participantes del curso experiencia en el uso de los nuevos formularios. *(Duración: de 1 a 4 horas)* *Se puede impartir gratis mediante teleconferencia*

Passenger Van Safety

Driving a van is not always the same as driving a car. Drivers should be aware of the unique characteristics of vans that influence their handling and consequently their safety. The

attendees to this course will become aware of how a van's additional height, width, and weight may contribute to unsafe conditions. In addition to general safe driving tips and safe practices overview that apply to any vehicle, major topics include Preventing Rollover, Preventing Road Run-Off, Safe Maneuvering Tips, and Maintenance Tips. *(Length: 1 hour)* Can be delivered via teleconference at no cost

*** Personal Protective Equipment**

Personal Protective Equipment (PPE) is used to protect workers from hazards that cannot be eliminated by engineering controls or work practice controls. This program addresses the requirements for personal protective equipment as well as the training required before workers are to perform work requiring protective gear. Some of the equipment discussed are eye, face and foot protection, respirators and electrical protective gear. *(Length: 1 hour)* This program may also be included in the Safety & Health Outreach Program – General Industry. Can be delivered via teleconference at no cost

Equipo de Protección Personal

El equipo de protección personal se usa para proteger a los empleados de aquellos peligros que no pueden eliminarse con los controles administrativos o de ingeniería. Este programa se dirige hacia los requisitos para el equipo de protección personal y el entrenamiento requerido antes de que los empleados empiecen trabajos requiriendo equipo protector. El equipo discutido incluye protectores para los ojos, la cara, y los pies, respiradores, y equipo para protegerse de la electricidad. *(Duración: 1 hora)* Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – la Industria General. Se puede impartir gratis mediante teleconferencia

*** Powered Industrial Trucks (Forklifts)**

This program is designed to provide the student with the information necessary to gain a working knowledge of the basic requirements of Powered Industrial Truck (PIT) safety

compliance. This class is suited for all employers and employees who seek gain a greater understanding of the steps that are required for compliance with the spirit and the intent of the Powered Industrial Trucks Standard 29 CFR Part 1910.178. This program is geared to provide powered industrial truck drivers with the requirements for training, pre-operation safety inspections, and maintenance. Participants will receive a better understanding of fire protection, pedestrian safety, driver safety, dynamics of load handling, and fueling/battery handling safety. *(Length: 1-4 hours)*

Los Montacargas

Este programa está dirigido a proporcionar a los operadores de montacargas los requisitos para entrenamiento, inspecciones antes de operar, y mantenimiento. Los participantes recibirán un mejor entendimiento de protección contra incendios, seguridad de peatones, seguridad de operador, la dinámica del

manejo de cargas, y la seguridad en el manejo de las baterías o del combustible. *(Duración: de 1 a 4 horas)*

Preventing Musculoskeletal Disorders in Nursing Homes

The Occupational Safety and Health Administration (OSHA) has established “Guidelines for Nursing Homes” to help prevent musculoskeletal disorders in the workplace. Nursing homes that have implemented injury prevention efforts focusing on patient lifting and repositioning methods have achieved considerable success in reducing work-related injuries and associated workers’ compensation costs. Providing a safer and more comfortable work environment has also resulted in additional benefits for some facilities, including reduced staff turnover and associated training and administrative costs, reduced absenteeism, increased productivity, improved employee morale, and increased resident comfort.

The number and severity of injuries resulting from physical demands in nursing homes – and associated costs – can be substantially reduced if an ergonomic plan is developed and implemented. An alternative to manual resident lifting is the primary goal of the ergonomics process in the nursing home setting and of these guidelines.

This training course provides classroom lecture and student participation to develop an ergonomic plan and guidelines to prevent injuries while lifting. *(Length: 4-8 hours)*

Qualified Equipment Operator Training

Countless business, industries, and trades utilize heavy equipment and machinery to complete tasks and processes. Some employers, states, and municipalities require special licensing and training in order to operate heavy equipment and machinery, others do not. Also, some types of heavy equipment and machinery requires specialized operator certification, others do not. Regardless of an employee’s job, the employer is required to inform their employees of job-site hazards and train them how to protect themselves from exposure to the hazards. Equipment and machinery specific safety training is required by numerous regulations, but not all heavy equipment and machinery has a corresponding safety standard or regulation.

This course is designed to provide the resources necessary for employers and employees to complete the process of development and implementation of an effective qualified equipment operator safety-training program. This program enables an individual to receive the designation of competent person from their employer. The resulting training program will serve to reduce employee accidents and increase the effectiveness of the employer’s workplace safety culture.

The following topics will be discussed:

- Hazard Identification

- Machinery and Heavy Equipment General Safety Considerations
- Safety and Operations Considerations for Selected Types of Heavy Machinery and Equipment
- Hazard Communication
- Fueling and Electrical Safety
- Inspections
- Maintenance and Repair
- Operator Training
- Record Keeping

(Length: 8 Hours)

* **Respiratory Protection**

If respirators are worn to perform job duties in your workplace, setting up a respirator program is essential. The participants will learn the requirements for using respirators, including mandatory use/voluntary use respirator program, respiratory hazard evaluation, respirator selection, fit testing, and training. An overview of managers', supervisors', and employees' responsibilities will be presented. *(Length: 1-4 hours)* This program may also be included in either the *Safety & Health Outreach Program – General Industry or Construction Outreach*.

Protección Respiratoria

Si se usan respiradores en el desempeño de tareas en su trabajo, la formación de un programa de respiradores es esencial. Los participantes aprenderán los requisitos en el uso de respiradores, incluyendo el programa de respiradores de uso obligatorio/ voluntario, evaluación de peligros respiratorios, selección de respiradores, prueba de medida, y capacitación. Se presentará una perspectiva general de las responsabilidades del gerente, del supervisor, y del trabajador. *(Duración: de 1 a 4 horas)* Este programa puede formar parte del *Programa de Alcance de Seguridad y Salud – la Industria General o Construcción*.

Respiratory Protection Program Administrator

So, you just finished reading the Respiratory Protection Standard and now you realize that there is a mountain of documentation and ton of paperwork required for compliance.... and you don't know where to start. This course will offer you process clarification and a road map for "your odyssey of compliance." The first part of the course is a review of the Respiratory Protection Standard and the second part of the course focuses on the practical implementation of the regulatory requirements. The topics that are explored in the second half of the course include: record keeping form development, respirator fit testing, developing a workable respirator user medical questionnaire, the mathematics necessary for respirator selection, and respiratory program evaluation and

development. *(Length: 8 hours)*

Safety and Health Outreach Program – Construction

The annual Census of Fatal Occupational Injuries consistently identifies construction as a high hazard industry. This situation is further compounded by the facts that numerous employers often occupy construction sites simultaneously and that many construction workers are non-English speaking. In an effort to reverse these alarming statistics OSHA has developed a program that is designed to familiarize attendees with the OSHA Standard for the Construction Industry, 29 CFR 1926. Topics examined include Introduction to OSHA and the OSH Act, Electrical Safety, Fall Protection, Materials Handling, Scaffolds, Excavations, Stairways and Ladders, Health Hazards in Construction, Hand and Power Tools, and Personal Protective and Lifesaving Equipment. Each attendee completing the program will receive an OSHA completion card. *(Length: 10 hours)* Course can be modified to eight hours without receiving the OSHA completion card.

Safety and Health Outreach Program - General Industry

This program will familiarize attendees with OSHA Health and Safety standards contained in the Code of Federal Regulations 29 CFR 1910, General Industry. Mandatory Subparts covered include Introduction to OSHA, D – Walking-Working Surfaces, E – Exit Routes, L – Fire Protection, S – Electrical Safety, I – Personal Protective Equipment and Z – Hazard Communication. Elective topics may be chosen from Subparts H – Flammable and Combustible Liquids, O - Machine Guarding, and from Subpart Z, Bloodborne Pathogens or Ergonomics. Additional topics can be Subpart J - Permit-Required Confined Spaces and Lockout / Tagout, or Subpart P – Hand and Portable Power Tools.

Participants completing this course will receive an OSHA completion card. *(Length: 10 hours)*. Course can be modified to eight hours without receiving the OSHA completion card. *This version can be presented in Spanish.*

Programa de Alcance de la Seguridad y Salud – Industria General

Este programa familiarizará a los asistentes con las normas de Salud y Seguridad de la OSHA contenidas en el Código de Normas Federales 29 CFR 1910, Industria General. Subsecciones obligatorias tratadas incluyen: Introducción a OSHA, D - Superficies para Caminar/Trabajar, E – Rutas de Salida, L - Protección contra Incendios, S – Seguridad con la Electricidad, I - Equipo de Protección Personal y Z – Comunicación de Riesgos. Temas electivos pueden escogerse entre Subsecciones: H – Líquidos Flamables y Combustibles, O – Barreras Protectoras de Máquinas y de la sub-sección Z, Patógenos Sanguíneos, o Ergonomía. Temas adicionales pueden ser Sub-sección J: Espacios Reducidos Requiriendo Permiso, y

Manuales y Mecánicas. Los participantes que terminan este curso recibirán un comprobante de finalización de OSHA. *(Duración: 10 horas)*

Safety Compliance for Healthcare Professionals

All of the healthcare professions are subject to a great deal of regulatory scrutiny and compliance requirements. Safety compliance is a serious and often confusing concern for all healthcare practices and related enterprises. This seminar is designed to address the safety needs of private practice physicians, dentists, veterinarians, diagnostic laboratories, specialty clinics, residential care facilities, medical transportation services, and other groups of healthcare professionals. The seminar attendees will learn to develop and perform site safety analysis, hazard identification and elimination, record keeping, accident prevention, training programs, and safety inspections. The basic program requirements, including forms and boilerplate programs, will be examined for the following areas of written safety programs: Bloodborne Pathogens and Infection Control, Hazard Communication, Accident Prevention Planning, Respiratory Protection, Emergency Response, Hearing Conservation, Fire Prevention, and Personal Protective Equipment. *(The length of the class varies from 4 hours to 8 hours, depending upon specific training needs)*

*** Safety Inspections**

Thorough inspections can aid you in determining if your safety program is effective. This course provides information on how to conduct safety inspections. You will learn how to design and conduct the best types of inspections for different work environments. Topics include: comparison of the benefits of formal, announced inspections vs. informal, unannounced inspections, what types of documents to review, and general vs. targeted inspections. You will be shown useful reference standards and other tools. Techniques for evaluation of hazards and unsafe acts, as well as observing and interviewing employees round out the course. *(Length: 1-2 hours) Can be delivered via teleconference at no cost*

Inspecciones de Seguridad

Inspecciones meticulosas pueden ayudarlo a determinar si su programa de seguridad es efectivo. Este curso proporciona información sobre cómo realizar inspecciones de seguridad. Usted aprenderá cómo diseñar y llevar a cabo los mejores tipos de inspecciones para diferentes entornos de trabajo. Temas incluyen la comparación de inspecciones formales y anunciadas y las inspecciones informales y no anunciadas, la clase de documentos que hay que revisar, e inspecciones generales comparadas con inspecciones específicas. Se le enseñarán normas útiles de referencia y otros instrumentos. El curso se completa con el estudio de técnicas de evaluación de peligros y actos peligrosos junto con el observar y el ent-

revistar a trabajadores. *(Duración: de 1 a 2 horas) Se puede impartir gratis mediante teleconferencia*

*** Safety Meetings**

This program looks at conducting effective, motivational safety meetings. Learn to conduct both formal and informal and “tailgate” or “toolbox” safety meetings, evaluate your target audience, and use different data to determine training topics. We will show you examples of meeting formats and give tips for delivering the information. Keeping records of meetings and evaluating their impact on workplace safety is also covered. *(Length: 1 hour)*

Reuniones de Seguridad

Este programa examina maneras de conducir reuniones efectivas y motivacionales de seguridad. Aprenda a realizar reuniones de seguridad formales, informales, y específicas, a evaluar a los participantes, y a usar diferentes datos para determinar temas de capacitación. Le enseñaremos ejemplos de estructuras de reuniones y le daremos consejos para presentar los datos. También se estudia el mantenimiento de registros y la evaluación del impacto de los mismos en la seguridad en el trabajo. *(Duración: 1 hora)*

*** Scaffold Safety**

This program contains information on scaffold capacities, construction and placement requirements, supports, access standards, procedures for safely erecting and dismantling scaffolds, clearance restrictions on placement near power lines, regulations for suspended scaffolds, fall protection, falling object protection, and training requirements. Safe use of aerial lifts is also covered in this course. *(Length: 1 hour) This program may be included in the Safety & Health Outreach Program – Construction. Can be delivered on its own via teleconference at no cost*

La Seguridad en los Andamios

Este programa contiene información de las capacidades de los andamios, requisitos para la construcción, y colocación, soportes, normas de acceso, procedimientos para ensamblar y desmantelar, restricciones de espacio cerca de líneas eléctricas, normas para andamios suspendidos, protección contra caídas, protección contra objetos en desplome, y requisitos de capacitación. El uso seguro de grúas también se presenta en este curso. *(Duración: 1 hora) Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – Construcción. Se puede impartir gratis mediante teleconferencia*

*** Stairways and Ladders**

Stairways and ladders are a major source of injuries and fatalities for construction workers. It is estimated that nationally there are 24,882 injuries and as many as 36 fatalities per year with 11,570 lost workdays that can be attributed to misuse of stairways and ladders. This program will discuss setting up safe access in a construction worksite as well as proper

use and construction of stairways and ladders during daily operations. *(Length: 1 hour) This program may be included in the Safety & Health Outreach Program – Construction. Can be delivered on its own via teleconference at no cost*

Las Escaleras

Las escaleras constituyen una fuente principal de lesiones y muertos para los trabajadores en la construcción. Se calcula que nacionalmente hay 24,882 lesiones y hasta 36 muertos cada año, con 11,570 días de trabajo perdidos debido al uso inapropiado de las escaleras. Este programa presenta el acceso seguro de las escaleras en las áreas de construcción al igual que su uso y construcción segura en las operaciones diarias. *(Duración: 1 hora) Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – Construcción. Se puede impartir gratis mediante teleconferencia*

Stress Reduction and Time Management

Stressors can contribute to a near hit or injury, according to E. Scott Geller who is a nationally recognized safety expert. 75 to 85 percent of all industrial injuries can be partly attributed to inappropriate reactions to stress.

Job stress in the U.S. costs \$200 billion annually in terms of illness and injury. Stress is the number one problem for those who are juggling responsibilities at work, and at home caring for children and aging parents. Stress causes physical problems and illness, creating headaches, stomach pains, neck and shoulder pains, weight gain, fatigue and depression. Stress may cause life-threatening diseases if left unchecked. It can increase the potential for safety hazards and violence. If you experience headaches, irritability, loss of focus, back pain, indigestion or weight problems, you could be experiencing

the results of too much stress. This program identifies causes of stress and provides stress and time management skills, as well as ways to reduce health care costs. *(Length – 3 to 4 hours)*

*** Supervising For Safety**

In today's modern workplace, supervisors have to wear many hats. The duties of the Supervisor/Safety Officer can be intimidating at best. They must enforce safety policies, provide quality goods and services, provide on-the-job training, and motivate their employees. Often they must perform their responsibilities with little or no training, without support, and without goals or objectives. Topics in this program will provide supervisors in the general industry workplace with the information necessary to form a viable safety plan. The program will cover principles of a safety program, emergency action plans, Job Hazard Analysis, accident investigation, safety audits and inspections, and employee safety training. *(Length: 4-6 hours) Can be delivered via teleconference at no cost*

Supervisando la Seguridad

En el lugar de trabajo moderno de hoy día, los supervisores tienen que desempeñar muchos papeles. Los deberes de un Oficial/Supervisor de Seguridad pueden ser intimidantes en el mejor de los casos. Tienen que imponer la política de seguridad, asegurar productos y servicios de calidad, proporcionar entrenamiento en el área de trabajo, y motivar a sus empleados. Frecuentemente tienen que ejecutar sus responsabilidades con poco o nada de entrenamiento, sin apoyo, y sin objetivos o metas. Los temas de este programa proporcionarán a los supervisores en la industria general con la información necesaria para formar un plan de seguridad viable. El programa cubrirá los principios de un programa de seguridad, planes de emergencia, análisis de peligros de trabajo, investigación de accidentes, inspecciones y auditorías de seguridad, y entrenamiento de seguridad para los empleados. *(Duración: de 4 a 6 horas) Se puede impartir gratis mediante teleconferencia*

*** Train-the-Trainer (Safety)**

To be a good instructor, it is not necessary that an individual have a degree in education or be an acknowledged expert in the field of training development. Being a good instructor does not require that the individual has either the knowledge or skills to build complete educational systems. On the other hand, many experts agree that to be a very good, effective instructor, an individual must have an excellent working knowledge of the major components of training, how they work, and how they interact with each other.

This program provides the basic tools to instructors and potential instructors for developing a safety training program and presenting it effectively. This program covers the four main components of a safety training program. Participants will apply the principles and techniques necessary to implement a successful safety training program. The program can be developed for specific occupational safety topics. *(Length: 8 - 16 hours)*

Técnicas de Instrucción (Prevención de Accidentes)

Para ser buen instructor, no es necesario que un individuo tenga un título en pedagogía ni que sea experto en el campo de desarrollo de instrucción. Ser buen instructor no requiere que el individuo tenga ni los conocimientos ni las habilidades de construir sistemas educacionales completos. Por otro lado, muchos expertos están de acuerdo en que para ser instructor bueno y eficaz un individuo tiene que tener excelentes conocimientos prácticos de los componentes principales de la capacitación, cómo funcionan, y cómo se relacionan uno con el otro. Este programa proporciona los instrumentos básicos a instructores y posibles instructores para desarrollar y presentar con eficiencia un programa de capacitación de seguridad. Este programa abarca los cuatro componentes principales de un programa de capacitación de seguridad. Los

participantes pondrán en práctica los principios y técnicas necesarias para implementar un exitoso programa de capacitación en la seguridad. El programa puede ser desarrollado para temas específicos de seguridad ocupacional. *(Duración: de 8 a 16 horas)*

*** Trenching and Shoring**

This course is designed for individuals who work in or around trenches that may require shoring. The primary goal of this training is to prevent you from being injured or allowing others to be injured. Construction worker injuries and deaths are directly attributable to failure to follow safety procedures developed specifically for operations in trenches. In this program you will be expected to know and understand the requirements for trenching and shoring. This program covers excavation terminology, general requirements for digging, surface crossings, hazardous atmospheres, soil mechanics, soil testing, protective systems (shoring, shielding, sloping and benching) plus call before you dig requirements. *(Length: 3 hours) This program may be included in the Safety & Health Outreach Program – Construction. Can be delivered on its own via teleconference at no cost*

Excavando y Apuntalando

Este curso está diseñado para aquellos individuos que trabajan en o alrededor de zanjas que tal vez requieran apuntalarse. La meta principal de este curso es impedir que usted u

otras personas se lesionen. Las lesiones y muertes de los trabajadores en la construcción son directamente atribuibles al incumplimiento de los procedimientos de seguridad para las operaciones en zanjas. En este programa, usted tendrá la obligación de saber y entender los requisitos para excavar y apuntalar. Este programa cubre la terminología y requisitos generales de las excavaciones, las cruces en las superficies, las atmósferas peligrosas, la mecánica del suelo, el análisis del suelo, los sistemas protectivos (apuntalando, broquelando, declivando, escalonando), y los requisitos de llamar antes de excavar. *(Duración: 3 horas) Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – Construcción. Se puede impartir gratis mediante teleconferencia*

*** Walking-Working Surfaces**

Falls are one of the main sources of industrial occupational injuries. This program is designed to provide the student with the basic skills necessary to effectively understand the requirements of making the walking and working surfaces, stairways, ladders and scaffolds as used in general industry. This program identifies slip and trip hazards of ladders, stairs, and other walking-working surfaces. Also learn how to implement controls to prevent walking-working surface slips and falls. Topics covered are general requirements for walking and working surfaces, procedures for guarding floor and wall openings and holes, protection methods for employees work-

ing on stairways and ladders, and general requirements for scaffolds. *(Length: 1 hour) This program may be included in the Safety & Health Outreach Program – General Industry. Can be delivered on its own via teleconference at no cost*

Superficies para Caminar/Trabajar

Las caídas representan una de las fuentes principales de lesiones ocupacionales industriales. Este programa está diseñado para proporcionar al participante las habilidades básicas necesarias para eficazmente entender los requisitos de las superficies para caminar/trabajar, las escaleras, y los andamios tal como se usan en la industria general. Este programa identifica los peligros de resbalarse y tropezarse en las escaleras y otras superficies para caminar/trabajar. El participante también aprenderá como implementar controles para prevenir resbalones y caídas en las superficies para caminar/trabajar. Los temas abarcados son requisitos generales para superficies de caminar y trabajar, procedimientos para precaverse contra aberturas y hoyos en pisos y paredes, métodos de protección para trabajadores en escaleras y requisitos generales para los andamios. *(Duración: 1 hora) Este programa puede formar parte del Programa de Alcance de Seguridad y Salud – Industria General. Se puede impartir gratis mediante teleconferencia*

*** Warehouse Safety**

Warehouses are busy and dangerous environments in which to work. Recently, there has been a large increase of injuries to warehouse workers. Some of the top causes of worker injuries in warehouses are forklifts overturning, manual handling and lifting, people being struck by powered equipment, slips and falls, and chemical splashes. This program will provide guidance for avoiding these injuries and making the warehouse a safer place to work. The program is tailored to fit the needs of the customer. Some of the topics included are Material Handling/Lifting/ Ergonomics, Walking Surfaces and Working Environment, Powered Industrial Trucks, Exit Routes/Fire Prevention, Hazard Communication and other topics as required. *Length of the program will vary according to customer needs. Can be delivered via teleconference at no cost*

Seguridad en el Almacén

Los almacenes son entornos de mucho movimiento y es peligroso trabajar en ellos. Recientemente ha habido un aumento grande de lesiones entre los trabajadores de almacenes. Algunas de las causas principales de lesiones a los trabajadores en almacenes son: montacargas volcándose, levantando y manejando material manualmente, las personas siendo golpeadas por equipo motorizado, resbalones y caídas, y salpicaduras químicas. Este programa proporciona orientación para evitar estas lesiones y para hacer del almacén un lugar más seguro donde trabajar. El programa está diseñado para concordar con las necesidades del cliente. Algunos de los temas incluidos son: Manejo de Material/Levantamiento/Ergonomía, Entorno

de Superficies para Caminar/Trabajar, Montacargas, Rutas de Salida/Prevención de Incendios, Comunicación de Riesgos, y otros temas según se requieran. *La duración del programa variará según las necesidades del cliente. Se puede impartir gratis mediante teleconferencia.*

Workplace Violence Prevention

Have you ever been threatened, harassed or attacked on the job? Would you be able to recognize the signs of a co-worker becoming unstable and possibly violent? Is your workplace secure against violence? Workplace violence has emerged as an important safety and health issue in today's workplace, creating unnecessary stress and resultant injuries. Its most extreme form, homicide, is the third leading cause of fatal

occupational injury in the United States. According to the Bureau of Labor Statistics (BLS) Census of Fatal Occupational Injuries (CFOI) there were 609 workplace homicides nationwide in 2002. In Texas, homicides accounted for 63 fatalities in 2002. The purpose of this program is to increase worker and employer awareness of the risk factors for workplace violence, and to provide strategies for reducing exposure to these factors. This program provides information to help identify and respond to potential workplace killers, develop a workplace prevention policy, defuse angry people, use stress reduction techniques, practice good communication skills and analyze elements of effective customer service. It can be tailored for the needs of your particular company. *(Length: 1 – 6 hours)*
Can be delivered via teleconference at no cost

*Línea Directa Para Reportar
Violaciones de Seguridad*

*Safety Violations Hotline
1-800-452-9595*

safetyhotline@tdi.state.tx.us