



July 2014 - June 2015 courses

The Ohio Bureau of Workers' Compensation offers more than 74 occupational safety, health and ergonomic courses for Ohio employees to attend. Classes are available online and held throughout the state at our regional service offices.

One of the benefits for employers with active workers' compensation coverage is there is no additional charge to register their employees for classes. The following is a list of courses available online and at the BWC Division of Safety and Hygiene. **A listing of courses offered at our other service offices can be found at www.bwc.ohio.gov/catalog.**

2014	Classroom	Day(s)
July 29	Laboratory Safety	
July 31	Confined Space Assessment and Work	1.0
Aug. 5-6	Industry Safety Elements (OSHA 10)	2.0
Aug. 13	What You Should Know About Combustible Dust (Awareness Level)	1.0
Aug. 14	First Aid in the Workplace	1.0
Aug. 19-20	NEW! Occupational Health and Safety Technician (OHST) Review	2.0
Aug. 26	Mechanical Power Press	1.0
Aug. 27	NEW! Health Hazard Awareness & Toxicology Basics	1.0
Sept. 3	Hazardous Waste Operation and Emergency Response Refresher	1.0
Sept. 9-11	NEW! Community Emergency Response Teams (CERTs)	3.0
Sept. 15-18	Electrical Hazard Recognition and Abatement	3.5
Sept. 17	NEW! Welding and Brazing Safety	Day
Sept. 17	Job Safety Analysis Workshop	0.5 a.m.
Sept. 23	OSHA Recordkeeping	1.0
Sept. 24-25	Trenching and Excavation	2.0
Sept. 29-Oct. 3	Basic Construction Safety (OSHA 30)	4.5
Oct. 1	Noise and Hearing Conservation	1.0
Oct. 2	Accident Analysis	1.0
Oct. 7	Bloodborne Pathogens	0.5 a.m.
Oct. 7	Wellness in the Workplace Workshop	0.5 p.m.

Oct. 8	Hazard Communication	1.0
Oct. 15	Controlling Workers' Compensation Costs	1.0
Oct. 16-17	Train the Trainer	1.5
Oct. 22	Safety for the Non-safety Professional	1.0
Oct. 29	Effective Safety Teams	1.0
Nov. 5	OSHA Recordkeeping	1.0
Nov. 5-6	Construction Safety Elements (OSHA 10)	2.0
Nov. 13	Safety and Ergonomics for Extended-care Facilities	1.0
Nov. 17-21	Advanced Safety for Public Employers	5.0
Nov. 18-20	Certified Safety Professional Examination (CSP) Review	3.0
Nov. 19	Lockout/Tagout and Safety-related Work Practices	0.5 a.m.
Nov. 19-20	Fall Hazards in Construction and Maintenance	2.0
Dec. 3	First Aid in the Workplace	1.0
Dec. 9	Behavior-based Safety Systems Half-day Workshop	0.5 p.m.
Dec. 11	Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public	Day

2015	Classroom	Day(s)
Jan. 22	NFPA 70E and You: Insight and Implementation	1.0
Jan. 28	Hazard Communication	1.0
Jan. 29	Hazardous Waste Operations and Emergency Response Awareness	0.5 a.m.

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Jan. 29	Measuring Safety Performance	1.0
Feb. 4 - 6	Respirator Fit Testing	2.5
Feb. 10	Safety for the Non-safety Professional	1.0
Feb. 11-12	Construction Safety Elements (OSHA 10)	2.0
Feb. 19	Effective Safety Teams	1.0
Feb. 24	Lockout/Tagout and Safety-related Work Practices	0.5 a.m.
Feb. 24	Safety Series for Industry Workshop Module 1	0.5 p.m.
Feb. 26	Crane Rigging and Signal Person Duties	1.0
March 3	First Aid in the Workplace	1.0
March 4	Machine Guarding Basics	0.5 a.m.
March 4	Wellness in the Workplace Workshop	0.5 p.m.
March 10	Controlling Costs Through Claims Management	1.0
March 11-12	Fall Hazards in Construction and Maintenance	2.0
March 12	Hazardous Waste Operations and Emergency Response Refresher	1.0
March 25-27	Hazardous Waste Operations and Emergency Response Technician	3.0
March 26	Ergonomics: Developing an Effective Process	1.0
April 7-9	Safety Fundamentals Examination (ASP) Review	3.0
April 7	Emergency Preparedness Planning	1.0
April 8	Hazard Communication	1.0
April 13-17	Basic Construction Safety (OSHA 30)	4.5
April 15	Powered Industrial Trucks: Developing a Training Program Half-day Workshop	0.5 a.m.
April 15	How Workplace Temperatures Impact Worker Safety	0.5 p.m.
April 16	Violence in the Workplace	0.5 a.m.
April 16	Bloodborne Pathogens	0.5 p.m.
April 16	Industrial Hygiene Calibration and Sampling	1.0
April 23	First Aid in the Workplace	1.0
April 27- May 1	Hazardous Waste Operations and Emergency Response 40 Hour	5.0
April 29	Measuring Safety Performance	1.0
May 4-5	Train the Trainer	1.5
May 6	OSHA Recordkeeping	1.0
May 7	Ergonomics: Basic Principles	1.0
May 11-14	Electrical Hazard Recognition and Abatement	3.5

May 13	Safety for the Non-safety Professional	1.0
May 14	Hazardous Waste Operations and Emergency Response Refresher	1.0
May 20	Job Safety Analysis Workshop	0.5 a.m.
May 20	How Methamphetamines Affect the Workplace	0.5 p.m.
May 21	Confined Space Assessment and Work	1.0
May 26	Personal Protective Equipment Selection Criteria	0.5 a.m.
May 26	Behavior-based Safety Systems Half-day Workshop	0.5 p.m.
May 27	Effective Safety Teams	1.0
June 4	Laboratory Safety	1.0
June 4	NFPA 70E and You: Insight and Implementation	1.0
June 9-10	Respiratory Protection	2.0
June 9	Mechanical Power Press	1.0
June 11	Accident Analysis	1.0
June 22	Safety Series for Industry Workshop Module 2	0.5 p.m.

Online courses	Length
Accident Analysis	0.5 hours
Avoiding Back Trauma	2 hours
A Five-Step Process for Preventing Work-Related Musculoskeletal Disorders (WMSDs) in your Workplace	1 hour
NEW! Developing a Safety Culture	TBD
Food Service Safety	2 hours
Getting Started with Safety (Equivalency)	4 hours
NEW! Hazard Communication 2012 Basics: Labeling, Safety Data Sheets and Pictograms	30 min
Health Hazards in Construction	1 hour
NEW! Introduction to OSHA	TBD
Ladder/Stairway Safety	1 hour
Office Ergonomics: Computer Workstation and Mobile Computing	1.5 hours
NEW! OSHA Recordkeeping 101	2 hours
Preventing Cuts and Lacerations	1 hour
Preventing Slips/Trips/Falls	1 hour

Using the BWC Learning Center

How to enroll in a class

1. Go to <https://www.bwclearningcenter.com>.
2. Enter your Login ID and Password, **Click Log In**.
3. **Click** *Click here for Course Catalog*.
4. Enter a Keyword for your desired class and Click Search.
5. **Click** the course title in which you would like to enroll.
6. **Click** the location for the date you wish to attend.
7. **Click** Enroll.
8. **Mouse Over** *My Workspace* to return to *My Homepage* or *My Calendar*.

How to print a certificate

1. Go to www.bwclearningcenter.com.
2. Enter your Login ID and Password, **Click Log in**.
3. **Click** *Click here for Transcript or Certificate*.
4. In the Content Filter drop-down box, **Click** *Completed Courses*, **Click** *Apply*.
5. Click the course for which you would like a certificate.
6. **Click** *View Certificate*.
7. The system will generate a PDF document of your certificate. You can save or print the certificate.
Note: You will need to download Adobe Reader prior to clicking *View Certificate* to view the PDF document.

How to update your login ID, contact or profile information

1. Go to www.bwclearningcenter.com.
2. Enter your Login ID and Password, **Click Log in**.
3. **Mouse Over** *My Workspace*, in the drop-down menu, **Mouse Over** *My Account*.
4. To select the information you would like to update or change, **Click** *Edit Login ID*, *Edit Password*, or *Edit Profile*.
5. Edit as necessary and be sure to **Click Save** before exiting the page to save your changes.
6. **Click Return** or **Mouse Over** *My Workspace* to return to *My Homepage*.

How to find directions to a training facility

1. Go to www.bwclearningcenter.com.
2. Enter your Login ID and Password, **Click Log in**.
3. **Mouse Over** *Learning Center*, in the drop-down menu, **Click** *Training Facilities*.
4. Enter a Keyword for the city or location, **Click Search**.
5. **Click** the desired facility and **Click** *Map/Directions*.
6. In the pop up window, enter your destination origin and **Click** *Get Directions*.
Note: To view the desired training facility map, Click *View Destination Map* above the training facility address.
7. You should see your destination origin in the green "A" box, **Click** *Get Directions*.
8. Close the pop up window and **Click Return** to return to *My Homepage* or to select another training facility.

How to cancel enrollment for a class

1. Go to www.bwclearningcenter.com.
2. Enter your Login ID and Password, **Click Log in**.
3. **Mouse Over** *My Workspace*, in the drop-down menu, **Mouse Over** *My Transcript*.
4. In the *Content Filter* drop-down box, **Click** *All Courses* and **Click** *Apply*.
5. **Click** the title of the class you wish to unenroll.
6. **Click** *Unenroll*.
7. **Click Return** or **Mouse Over** *My Workspace* to return to *My Homepage* or *My Transcript*.

**If you have any questions or need help
with the BWC Learning Center,
call 1-800-644-6292 or 614-995-8622.**