

July 2011 - June 2012

Columbus

# Classes for Ohio Workers

BWC Ohio Center for Occupational Safety & Health • 13430 Yarmouth Drive • Pickerington, Oh 43147

Attend one of the more than 60 occupational safety, health and ergonomics courses offered by the Ohio Bureau of Workers' Compensation Division of Safety & Hygiene. Classes are held throughout the state as well as online.

The division offers courses at no extra cost to Ohio employers with active workers' compensation policies.

2011	Course	Day (s)	2011	Course	Day (s)
7/21	Wellness in the Workplace Workshop	0.5 PM	11/1	Ten Steps for Safety	0.5 PM
7/28	Safety and Ergonomics for Extended-care Facilities	1.0	11/2-3	Confined Space Assessment and Work	1.5
8/3	First Aid in the Workplace	1.0	11/2-3	Scaffolding Safety	2.0
8/9-11	Safety Fundamentals Examination (ASP) Review	3.0	12/5-9	Basic Construction Safety (OSHA 30)	4.5
8/11	Behavior-based Safety Systems	1.0	12/7	First Aid in the Workplace	1.0
8/13	Hazardous Waste Operations and Emergency Response Awareness	0.8	12/13	NFPA 70E and You: Insight and Implementation	1.0
8/17-18	Hazard Communication	1.5	<b>2012</b>	<b>Course</b>	<b>Day (s)</b>
8/22-25	Electrical Hazard Recognition and Abatement	3.5	1/11-12	Train the Trainer	1.5
8/25	Powered Industrial Trucks: Developing a Training Program	1.0	2/14-16	Certified Safety Professional Examination (CSP) Review	3.0
8/30	Measuring Safety Performance	1.0	2/15	Accident Analysis	1.0
9/13-14	Mechanical Power Press	2.0	2/28-3/1	Trenching and Excavation	3.0
9/14	Controlling Workers' Compensation Costs	1.0	2/29	OSHA Recordkeeping	1.0
9/14-15	Fall Hazards in Construction and Maintenance	2.0	3/6	Controlling Workers' Compensation Costs	1.0
9/20	Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public	1.0	3/7-8	Fall Hazards in Construction and Maintenance	2.0
9/20	Effective Safety Teams	1.0	3/8	Asthma! Is Your Company at Risk?	1.0
9/26-27	Hazardous Waste Operations and Emergency Response Operations	2.0	3/13-15	Industrial Ventilation	3.0
9/28	Accident Analysis	1.0	3/14	Effective Safety Teams	1.0
9/28-30	Hazardous Waste Operations and Emergency Response Technician	3.0	3/19-20	Industry Safety Elements (OSHA 10)	2.0
9/29	Controlling Costs through Claims Management	1.0	3/19-22	Electrical Hazard Recognition and Abatement	3.5
10/6	Hazardous Waste Operations and Emergency Response Refresher	1.0	3/21	Violence in the Workplace	0.5 AM
10/6	Mold and Other Indoor Air Quality Concerns	1.0	3/21	Job Safety Analysis Half-day workshop	0.5 PM
10/12	OSHA Recordkeeping	1.0	3/27-29	Hazardous Waste Operations and Emergency Response Technician	3.0
10/12-13	Train the Trainer	1.5	3/28	First Aid in the Workplace	1.0
10/13	Laboratory Safety	1.0	4/10	Emergency Preparedness Planning	1.0
10/18	Bloodborne Pathogens	0.5 AM	4/11-12	Mechanical Power Press	2.0
10/18	Personal Protective Equipment Selection Criteria	0.5 PM	4/12	Controlling Costs through Claims Management	1.0
10/25-27	Ergonomics Applied	3.0	4/17	Ergonomics: Basic Principles	1.0
10/27	Industrial Hygiene Calibration and Sampling	1.0	4/18-19	Electrical Safety Audits	2.0
10/27	Machine Guarding Basics	0.5 AM	4/19	Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public	1.0
10/27	Lockout/Tagout and Safety-related Work Practices	0.5 PM	4/24-25	Construction Safety Elements (OSHA 10)	2.0
			4/24-26	Respirator Fit Testing	2.5
			4/26	Measuring Safety Performance	1.0
			4/26	OSHA Recordkeeping	1.0
			5/1	Wellness in the Workplace Workshop	0.5 AM
			5/1	How Methamphetamines Affect the Workplace	0.5 PM

## Columbus Classes for Ohio Workers Continued

2012	Course	Day (s)	2012	Course	Day (s)
5/2	Temporary Traffic Management	0.5 AM	5/23-24	Hazard Communication	1.5
5/3	Hazardous Waste Operations and Emergency Response Refresher	1.0	6/4	Controlling Workers' Compensation Costs	1.0
5/8	Noise and Hearing Conservation	1.0	6/5	Ten Steps for Safety	0.5 AM
5/9-10	Construction Health and Safety Technician (CHST) Review	2.0	6/6	Industrial Hygiene Calibration and Sampling	1.0
5/16-17	Train the Trainer	1.5	6/7	Hazardous Waste Operations and Emergency Response Awareness	0.8
5/22	NFPA 70E and You: Insight and Implementation	1.0	6/12	Laboratory Safety	1.0
5/23	Powered Industrial Trucks: Developing a Training Program	1.0	6/28	First Aid in the Workplace	1.0

### Online courses

Accident Analysis	Ladder/Stairway Safety
Avoiding Back Trauma	Musculoskeletal Disorders in the Workplace
Getting Started with Safety	Preventing Cuts and Lacerations
Health Hazards in Construction	Preventing Slips/Trips/Falls
Industrial Hygiene Overview	

#### How to enroll in a class

To enroll in a class:

1. Go to [www.bwclearningcenter.com](http://www.bwclearningcenter.com)
2. If this is your first visit, please click on First Visit and complete the requested information. If you do not know your BWC policy number, please ask your company's Human Resource person.
3. On the home page, click on Learning Center.
4. Click on Course Information & Enrollment.
5. Search by keyword, entering a word(s) that is closely related to the desired course. Click **Search**. The results will appear in the lower left corner of the screen. If it is difficult to see, consider changing the size of your screen display (directions below for "maximum visibility").
6. Locate the desired course and click on the information icon.
7. In the lower right section of the screen, locate the date/location of your choice. Click Enroll.
8. If you have given an e-mail address, you will receive an e-mail confirming your enrollment. If you have no e-mail address, you will receive a fax or letter.
9. Once you are enrolled, you can view your list of selected classes (and cancel, if needed) in the Personal Learning Center, which is located on the left side of the home page.
10. For assistance, please call 1-800-OHIOBWC

#### How to update a profile

To update your own user information in BWC Learning Center:

1. Go to [www.bwclearningcenter.com](http://www.bwclearningcenter.com)
2. Click on **User Information Center**.
3. Click on **Student Records**.
4. Click on **Update Profile**.
5. Edit as needed. Click **Submit**

#### How to find directions

To find addresses, directions or maps to training facilities:

1. Go to [www.bwclearningcenter.com](http://www.bwclearningcenter.com)
2. Click on User Information Center.
3. Click on Facilities & Training Locations.
4. Locate the desired facility. Click on the information icon .
5. Directions are displayed in the lower right section of the screen.

#### How to cancel a class

To cancel a class:

1. Go to [www.bwclearningcenter.com](http://www.bwclearningcenter.com)
2. On the left side of the home page, select Personal Learning Center.
3. Locate the class.
4. Click on Cancel.

#### For maximum visibility

To change the size of your screen display:

1. From the START icon, select Settings.
2. Select Control Panel.
3. Select Display, then the "Settings" tab.
4. In the "Screen Area," move the gauge to 1024 x 768 pixel

#### How to print certificates

To print a certificate for a class you have completed:

1. Go to [www.bwclearningcenter.com](http://www.bwclearningcenter.com)
2. On the left side of the home page, click on Personal Learning Center
3. Click on the **Transcript** tab.
4. Locate the course you have completed, click on certificate.
5. Print it.

For more information, call 1.800.OHIOBWC. To register for a class online follow directions.