

BWC's Division of Safety & Hygiene

# Safety Services Catalog

# 25<sup>th</sup>

## Anniversary

Ohio Center for Occupational Safety & Health

# Introduction

Dear Valued Employer,

This year is the 25th anniversary of BWC's Division of Safety & Hygiene Training Center. Every day we serve our customers following the guiding principles of **Prevention + Care**. By focusing on accident prevention, you can better control your workers' compensation costs. More importantly, you can keep your workers healthy and safe on the job. At BWC, we're here to help you develop and enhance your workplace safety efforts.

This catalog details free programs, services and resources we provide through the workers' compensation premiums you already pay. Preventing accidents and injuries starts with training and awareness. In the following pages, you will find information on:

- o Dozens of courses offered at our regional offices and online;
- o How our experienced staff can help you with safety, ergonomics and industrial hygiene issues;
- o A complete description of our training aids and videos you can borrow for free;
- o Safety programs you can partake in to reduce your premiums.

As BWC's leader, I see our employees' daily commitment to businesses, workers and the well-being of Ohio's economy. Our Division of Safety & Hygiene staff, our programs and our services are a valuable resource for your company. I encourage you to review the materials in this catalog, and take advantage of our offerings.

You may also call **1-800-OHIOBWC** to speak to one of our representatives about which of our resources might meet your goals to provide a safer workplace.

Thank you for allowing us to be your partner in prevention.

Sincerely,



Stephen Buehrer, Administrator/CEO  
Ohio Bureau of Workers' Compensation

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# Office locations

Contact a BWC customer service office in your area to schedule an on-site consultation, or visit our website, [ohiobwc.com](http://ohiobwc.com), then choose Safety Services for additional information.



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## Ohio Center for Occupational Safety and Health (OCOSH)

BWC Division of Safety and Hygiene  
13430 Yarmouth Drive  
Pickerington, OH 43147-8310  
1-800-OHIOWBC  
614-995-8622  
Fax 614-752-2655

## Cambridge

61501 Southgate Road  
Cambridge, OH 43725-9114  
740-435-4210  
Fax 866-281-9351

## Canton

400 Third St., S.E., Suite 2  
Canton, OH 44702-1102  
330-471-0937  
Fax 866-281-9352

## Cleveland

615 W. Superior Ave.  
Sixth floor  
Cleveland, OH 44113-1889  
216-787-3060  
Fax 866-336-8345

## Columbus

30 W. Spring St.,  
Eleventh floor  
Columbus, OH 43215-2256  
614-728-6457  
Fax 866-336-8352

## Dayton

3401 Park Center Drive, Suite 100  
Dayton, OH 45414-2577  
937-264-5217  
Fax 866-281-93565

## Garfield Heights

4800 E. 131st St., Suite A  
Garfield Heights, OH 44105-7132  
216-584-0115  
Fax 866-457-0590

## Governor's Hill

8650 Governors Hill Drive, Suite 400  
Cincinnati, OH 45249-1386  
513-583-4403  
Fax 866-281-9357

## Lima

2025 E. Fourth St.  
Lima, OH 45804-4101  
419-227-4116  
Fax 866-336-8346

## Mansfield

240 Tappan Drive, N., Suite A  
Ontario, OH 44906-1366  
419-529-4528  
Fax 866-336-8350

## Portsmouth

1005 Fourth St.  
Portsmouth, OH 45662-4315  
740-353-3419  
Fax 866-336-8353

## Toledo

1 Government Center  
Suite 1136  
Toledo, OH 43604-2209  
419-245-2474  
Fax 866-457-0594

## Youngstown

242 Federal Plaza, W., Suite 200  
Youngstown, OH 44503-1206  
330-797-5010  
Fax 866-457-0596

# Destination: Excellence

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We designed Destination: Excellence to help you focus on keeping your workplace safe and getting injured workers healthy and back to work sooner.

Destination: Excellence combines some of our existing programs with options to let you tailor a plan that fits your company's specific needs. This "cafeteria style" plan can help you:

- o Prevent injuries through improved workplace safety;
- o Get injured employees back on the job by using proven return-to-work methods;
- o Save money on premiums.

Destination: Excellence includes three workplace safety options: our Drug-Free Safety Program (DFSP), safety council rebates and Industry-Specific Safety Program. Whether or not your company is already participating in these programs, we strongly encourage you to take a look at Destination: Excellence.

The following are short descriptions of the program's options and a chart outlining the potential discounts for each.

## Industry-Specific Safety Program

Helps employers improve workplace safety by focusing on risks associated with specific industry types and developing strategies to prevent injuries. Requirements include completion of an online safety management self-assessment and completion of one, two or three loss prevention activities depending on the employer's payroll.

Loss prevention activities include industry-specific training classes (see list on page 7-8), attendance at BWC's Ohio Safety Congress & Expo and/or on-site field consulting with one of our safety and health experts.

We categorize employers by payroll as follows:

- o Less than or equal to \$100,000 in payroll – complete one activity listed above;
- o More than \$100,000 and up to \$300,000 in payroll – complete two activities listed above;
- o More than \$300,000 in payroll – complete three activities listed above.

For details about the industry-specific safety program see page 6.

## Transitional work

Employers with an approved transitional work plan may receive a back-end discount for using the plan to return injured workers back to work. Well-developed transitional work programs can save employers money by returning injured workers back to the workplace in a safe, timely manner.

## Transitional work grants

Additionally, employers that have not received a transitional work grant from BWC in the past, may apply for funds to help them contract with certified transitional work developers to establish a transitional work program in their workplace.

## Grants for workplace wellness

We also offer workplace wellness grants of up to \$15,000 to help Ohio employers implement wellness programs for their workforce.

Health factors such as obesity and chronic disease can contribute to workplace injuries and slow an injured worker's recovery. By promoting workplace wellness, we are helping improve the quality of life for working Ohioans and their families, as well as helping reduce costs for Ohio's employers.

Learn more on page 12.

**Drug-Free Safety Program**

Our Drug-Free Safety Program (DFSP) provides a discount for promoting a work environment free of drugs and alcohol. Requirements include implementing elements of either BWC’s DFSP basic or advanced level.

**Safety councils**

Employers can increase safety awareness and receive a premium rebate by participating in a local safety council. They can earn an additional rebate for reductions in claims frequency and severity.

**Vocational rehabilitation**

Rewards employers that work with medical partners and BWC to provide vocational rehabilitation plans to return seriously injured workers back to the workplace. Potential incentive: negotiated payments from BWC as well as defraying of rehab costs through BWC surplus fund; applicable to claims with any date of injury.

**Go green discount**

Employers can reduce paperwork and receive a premium discount for receiving their payroll report electronically, reporting their payroll and paying premiums in full on [ohiobwc.com](http://ohiobwc.com) while helping the environment.

**Lapse-free discount**

To reward timely payers, employers that have had no lapses in coverage during the past 60 months can receive a premium discount.

**Potential discounts**

Program option	Initial discount	Back-end discount
Go-green discount	1%	---
Lapse-free discount	1%	---
Safety councils	2%	2%
Industry-Specific Safety Program	3%	---
DFSP	4 to 7%	---
Vocational rehabilitation	---	---
Transitional work	---	10%

Destination: Excellence is about giving you choices when it comes to developing a comprehensive discount program that meets your specific needs. More importantly it’s about strengthening workplace safety and bringing injured workers back to the workplace in a timely manner. In the end, everyone benefits.

For more details visit [ohiobwc.com](http://ohiobwc.com) or email us at [Destination.Excellence@ohiobwc.com](mailto:Destination.Excellence@ohiobwc.com).

# Industry-Specific Safety Program

The Industry-Specific Safety Program encourages Ohio’s employers to use the many safety services and programs available through BWC’s Division of Safety & Hygiene (DSH) to train their employees about safety policies and procedures specific to the industry they work in.

To receive the 3-percent Industry-Specific Safety Program discount, private employers commit to completing the following requirements between July 1 and June 30; public employers between Jan. 1 and Dec. 31.

- o Completion of an online Safety Management Self-Assessment
- o Participation in loss prevention activities, including:
  - Industry-specific safety classes offered by DSH;
  - On-site safety consulting by DSH experts;
  - Attendance at our annual Ohio Safety Congress & Expo.

The payroll reported by the policyholder in the previous policy year will determine whether an employer is required to complete one, two or three loss prevention activities. Employers can choose any combination of loss prevention activities to meet the program requirements.

Total reported payroll of employer	Number of loss prevention activities required
Less than or equal to \$100,000	Must complete any <b>one</b> activity
Payroll more than \$100,000 and up to \$300,000	Must complete any <b>two</b> activities
Payroll more than \$300,000	Must complete any <b>three</b> activities

Employers will complete an application and safety management self-assessment during the enrollment process.

Eligible employers will receive an enrollment confirmation email with a link to a Web page specifically designed to manage the employer’s pursuit of this discount. The progress look-up page, personalized to the enrolled employer’s policy, will document activities completed for both the employer and BWC to use in monitoring progress throughout the year. In addition to tracking progress on this Web page, employers are encouraged to download and maintain applicable attendance or participation certificates for their records.

## Loss prevention activities

### Industry-specific safety classes offered by DSH

The DSH training center offers continuing education courses on occupational safety and health topics. Courses emphasize the practical application of safety principles, development of a safety culture, current and proposed standards for regulatory compliance, and risk programs.

We offer classes at 11 training sites around Ohio. See locations on page 20.

The industry-specific matrix below identifies applicable courses for an employer’s industry, based on the primary NCCI manual number assigned to the employer’s policy number. Only DSH industry-specific classes are eligible for loss prevention activity credit. Attendance at an industry-specific class can result in a maximum of one loss prevention activity credit, no matter how many employer representatives attend the class.

Listed below are 11 industries and a grid showing courses with industry limitations to meet the industry-specific training requirements. OCOSH courses available to all industries (with limitations based on payroll) for full- and multiple-day, half-day and BWC online course activity credit is listed on the next page.

Industry	Abbreviation	Industry	Abbreviation
Agriculture	Ag	Office	Off
Commercial	Com	Service	Ser
Construction	Con	Transportation	Tra
Extraction (Oil&Gas)	Ext	Utility	Util
High Risk Commercial/Service	Com	Public	Pub
Manufacturing	Manu		

Training Center Course	Industries									
	Ag	Com	Con	Ext	Manu	Off	Ser	Tra	Util	Pub
<b>New!</b> Advanced Fall Hazards in Construction	■		■	■					■	■
<b>New!</b> Advanced Safety for Public Employers (5.0 days)									■	■
Basic Construction Safety (OSHA 30) (4.5 days)	■		■	■					■	■
<b>New!</b> Basic Industrial Safety (OSHA 30) (4.5 days)		■			■	■	■	■	■	■
Construction Safety Elements (OSHA 10) (2 days)	■		■	■					■	■
<b>New!</b> Crane Rigging and Signal Person Duties (1 day)	■	■	■	■	■		■	■	■	■
Fall-Hazards in Construction and Maintenance (1 day)	■	■	■	■	■				■	■
Hazardous Waste Operations and Emergency Response Awareness (0.5 day)	■	■	■	■	■		■	■	■	■
<b>New!</b> Hazardous Waste Operations and Emergency Response 40 Hour (5 days)	■	■	■	■	■		■	■	■	■
Hazardous Waste Operations and Emergency Response Operations (2 days)	■	■	■	■	■		■	■	■	■
Hazardous Waste Operations and Emergency Response Refresher (1 day)	■	■	■	■	■		■	■	■	■
Hazardous Waste Operations and Emergency Response Technician (3 days)	■	■	■	■	■		■	■	■	■
Industrial Hygiene Calibration and Sampling (1 day)			■	■	■				■	■
Industrial Ventilation (3 days)	■				■				■	■
Laboratory Safety (1 day)	■	■			■	■	■		■	■
Machine Guarding Basics (0.5 day)	■	■	■	■	■		■	■	■	■
Mechanical Power Press (2 days)					■					
Mold and Other Indoor Air Quality Concerns (1 day)	■	■	■		■	■	■			■
Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public (1 day)		■			■	■	■		■	■
Powered Industrial Trucks: Developing a Training Program (1 day)	■	■	■	■	■		■	■	■	■
<b>New!</b> Residential Fall Protection Workshop (0.5 day)	■		■						■	
Restaurant and Food Service Safety Workshop (0.5 day)		■					■	■		■
Safety and Ergonomics for Extended-care Facilities (1 day)							■			■
Scaffolding Safety (2 days)	■		■	■	■					■
Temporary Traffic Management (0.5 day)	■		■	■				■	■	■
Trenching and Excavation (2 days)	■		■	■	■				■	■
What You Should Know About Combustible Dust (Awareness Level) (1 day)	■		■	■	■				■	■

### Full-and multiple-day courses

Employers may also choose from one of 23 full - or multiple-day courses to meet program requirements regardless of the employer's specific industry. *Completion of one of these courses qualifies for one activity credit for any employer in any payroll category.*

<u>Accident Analysis</u>	<u>(1 day)</u>	<u>First Aid in the Workplace</u>	<u>(1 day)</u>
<b>New!</b> <u>Advanced Lockout/Tagout</u>	<u>(1 day)</u>	<u>Hazard Communication One-day Workshop</u>	<u>(1 day)</u>
<u>Behavior-based Safety Systems</u>	<u>(1 day)</u>	<u>Industry Safety Elements (OSHA 10)</u>	<u>(2 days)</u>
<u>Confined Space Assessment and Work</u>	<u>(1. day)</u>	<u>Measuring Safety Performance</u>	<u>(1 day)</u>
<u>Controlling Costs through Claims Management</u>	<u>(1 day)</u>	<u>NFPA 70E and You: Insight and Implementation</u>	<u>(1 day)</u>
<u>Controlling Workers' Compensation Costs</u>	<u>(1 day)</u>	<u>Noise and Hearing Conservation</u>	<u>(1 day)</u>
<u>Effective Safety Teams</u>	<u>(1 day)</u>	<u>OSHA Recordkeeping</u>	<u>(1 day)</u>
<u>Electrical Hazard Recognition and Abatement</u>	<u>(3.5 days)</u>	<u>Respiratory Protection</u>	<u>(2.0 days)</u>
<u>Electrical Safety Audits</u>	<u>(2 days)</u>	<u>Safety for the Non-Safety Professional</u>	<u>(1 day)</u>
<u>Emergency Preparedness Planning</u>	<u>(1 day)</u>	<u>Train the Trainer</u>	<u>(1.5 days)</u>
<u>Ergonomics: Basic Principles</u>	<u>(1 day)</u>	<u>Train the Trainer One-day Workshop</u>	<u>(1 day)</u>
<u>Ergonomics: Developing an Effective Process</u>	<u>(1 day)</u>	<u>Transitional Return-to-Work</u>	<u>(1 day)</u>

### Half-day courses

Fifteen half-day courses meet program requirements regardless of an employer's specific industry. Employers with reported payroll of more than \$300,000 must attend two half-day courses to receive one activity.

<u>Accident Analysis Half-day Workshop</u>
<u>Behavior-based Safety Systems Half-day Workshop</u>
<u>Bloodborne Pathogens</u>
<u>Effective Safety Teams Half-day Workshop</u>
<u>Emergency Preparedness Planning Half-day Workshop</u>
<u>Hazard Communication Half-day Workshop</u>
<u>How Methamphetamines Affect the Workplace</u>
<b>New!</b> <u>How Workplace Temperature Impacts Worker Safety</u>
<u>Job Safety Analysis Workshop</u>
<u>Lockout/Tagout and Safety-related Work Practices</u>
<u>OSHA Recordkeeping Half-day Workshop</u>
<u>Personal Protective Equipment Selection Criteria</u>
<u>Quantifying Ergonomic Risk Factors Respirators: Do we need them?</u>
<u>Safety Series for Industry Workshops 1-6</u>
<u>Understanding and Identifying Ergonomic Risk Factors</u>
<u>Violence in the Workplace</u>
<u>Wellness in the Workplace Workshop</u>

### BWC online courses

BWC offers 11 online courses that may be used by employers with a reported payroll less than or equal to \$100,000 in any industry to get credit. An employer must take a total of three or more hours in online courses to qualify for one activity credit.

<u>Accident Analysis Online</u>	<u>(0.5 hour)</u>
<u>Avoiding Back Trauma Online</u>	<u>(2 hours)</u>
<u>A Five-Step Process for Preventing Work-related Musculoskeletal Disorders (WMSDs) in Your Workplace Online</u>	<u>(1 hour)</u>
<b>New!</b> <u>Food Service Safety Online</u>	<u>(2 hours)</u>
<u>Getting Started with Safety Online</u>	<u>(4 hours)</u>
<u>Health Hazards in Construction Online</u>	<u>(1 hour)</u>
<u>Industrial Hygiene Overview: Recognizing Occupational Health Hazards Online</u>	<u>(1 hour)</u>
<u>Ladder/Stairway Safety Online</u>	<u>(1 hour)</u>
<u>Office Ergonomics: Computer Workstation and Mobile Computing Online</u>	<u>(1.5 hours)</u>
<u>Preventing Cuts and Lacerations Online</u>	<u>(1 hour)</u>
<u>Preventing Slips/Trips/Falls Online</u>	<u>(1 hour)</u>

### **On-site safety consulting by DSH experts**

Based on an employer's unique needs, a BWC safety consultant, industrial hygienist or ergonomist will perform any of the following on-site consultation activities which qualifies the employer to receive a loss prevention activity credit. You can receive a maximum of three credits by doing any three of the following activities.

- o Company-specific safety training
- o Customer safety team development
- o Ergonomics assessment
- o Industrial hygiene assessment
- o Safety hazard assessment
- o Safety management process evaluation
- o Safety program/process development

Following the on-site consultation, the employer is required to complete a post on-site consultation survey to receive the loss prevention activity credit.

Employers participating in a PERRP program inspection or training can receive loss prevention activity credits. Employers engaging in an OSHA On-Site inspection will also receive loss prevention activity credit following the required authorization release documentation.

### **Annual Ohio Safety Congress & Expo**

Our Ohio Safety Congress & Expo is the largest state workplace safety and health conference in the Midwest. Attendees learn the latest information and techniques to prevent workplace injuries and illnesses and control workers' compensation costs.

- o It is preferred that employers enrolled in the industry-specific safety program register in advance at [ohiobwc.com](http://ohiobwc.com).
- o Employers may receive one loss prevention activity credit by attending three one-hour sessions or a half-day or full-day workshop.

Employers attending the Ohio Safety Congress & Expo can receive loss prevention credit. Consult your BWC representative or visit [ohiobwc.com](http://ohiobwc.com) to identify the maximum loss prevention activity credits for your attendance.

Follow the instructions provided at the Ohio Safety Congress & Expo to document your attendance. For information about the Ohio Safety Congress & Expo see page 15.

# Drug-Free Safety Program

## Tools to make your workplace safer

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The Drug-Free Safety Program (DFSP) offers a premium discount to eligible employers for implementing a loss prevention strategy addressing workplace use and misuse of alcohol and other drugs - especially illegal drugs. Integrating drug-free efforts into your overall workplace safety program will help prevent on-the-job injuries and illnesses.

BWC redesigned the drug-free program in 2010 to make it easier to use. The new streamlined DFSP process includes:

- o Online access to program application and submission of all program forms;
- o Availability to previous Drug-Free Workplace Program (DFWP) participants;
- o No limit to the number of years of participation;
- o Improved data collection, evaluation and measurement to monitor program effectiveness.

### Program eligibility requirements

- o Must be a state-fund employer
- o Current on assessments owed BWC
- o Active coverage status
- o No more than 40 lapsed days in the past 12 months

### How the program works

The DFSP has two levels; eligible employers may elect to join either level of the program.

**Basic level:** Participating employers receive a 4-percent discount by meeting all program requirements. These include completion of an online safety self-assessment, online accident analysis reporting, accident analysis training for supervisors, employee education, supervisor skill-building training, alcohol and other drug testing, a written DFSP policy and provide a list of community resources (as a minimum) for employees requesting assistance with substance issues.

**Advanced level:** Participating employers receive a 7-percent discount by meeting all the basic level requirements; conducting annual 15-percent random drug testing and completing an online safety action plan. Advanced level participants must also provide an assessment and offer a second chance for employees testing positive.

**Discount compatibility:** Please note that employers may not be eligible to receive the DFSP premium discount if they also participate in other BWC premium discount programs. Please refer to the program compatibility chart on the BWC website for current information regarding discount compatibility.

### How to apply

To access detailed program information or to apply for the DFSP, visit [ohiobwc.com](http://ohiobwc.com), select Ohio Employers, click on the Drug-Free Safety Program link under the Programs tab.

- o Private employers who wish to participate in the July 1 program year must complete and submit their application to BWC by the last business day in April.
- o Private employers who wish to participate in the Jan. 1 program year must submit their application to BWC by the last business day of October.
- o Public employers may only enroll in the Jan. 1 program year and must submit their application to BWC by the last business day of October.

# Drug-Free Safety Program (DFSP) Grant

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DFSP grants are intended to help you design a workplace free of alcohol and other drugs, using proven safety processes. Start-up grants are available to offset the costs involved in implementing a compliant DFSP in your workplace.

State-fund employers participating in DFSP, may apply for start-up grant money from BWC for services rendered within their first two years of participation at the Basic or Advanced level, without a gap in participation. So, if an employer does not participate in DFSP the second year, they will not be eligible for a second year of grant reimbursement.

## Grant requirements

To receive a DFSP grant, you must:

- o Be a state-fund employer;
- o Be current on all monies owed BWC;
- o Maintain active coverage;
- o Participate in BWC's DFSP even if you're **not** eligible for DFSP Basic- or Advanced-level discounts due to concurrent participation in another BWC-rating program;
- o Be in your first year or the next consecutive year of the DFSP.

Participating DFSP employers may use grant dollars to cover the costs of the following items: employee education, supervisor training and one-time-only development of a written DFSP policy, which also undergoes a review from an appropriate external, non-corporate legal counsel.

The DFSP start-up grant is a reimbursement funding tool. Recipients must provide documentation of expenses related to implementing a DFSP. This documentation may include, but is not limited to, itemized service invoices and proof of payment. BWC is not able to reimburse bundled charges; therefore, participants must itemize all requests for reimbursement.

## Note: Eligibility to bid on state construction projects

Employers participating in a comparable drug-free program (not DFSP) may bid on or work state construction projects. However, they are **not** eligible for DFSP start-up grant funds.

## Contact

Telephone: 1-800-OHIOBWC

Email: [dfsp@bwc.state.oh.us](mailto:dfsp@bwc.state.oh.us)

Web: [ohiobwc.com](http://ohiobwc.com)

# Workplace Wellness Grant Program

Partnering with employers to develop a healthier workforce

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Employers wanting to establish a workplace wellness program may be eligible to apply for funds through BWC. The Workplace Wellness Grant Program will financially assist employers in the creation and implementation of a wellness program. Employers receiving funds will provide information on their programs and outcomes each year of the program, up to four years. The goal is to limit and control the escalating cost of workers' compensation claims by addressing health risk factors.

## Program basics

BWC will provide a total of \$15,000 to each employer until the grant funds are no longer available. Employers may receive \$300 per participating employee, divided over a four-year period.

Graph showing the division of the \$300 per employee over four years.

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Year 1	Year 2	Year 3	Year 4	Total
\$100	\$75	\$75	\$50	\$300 per employee

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To receive a workplace wellness grant, you must:

- o Be a state-fund or public employer;
- o Maintain active coverage;
- o Be current on all monies owed to BWC;
- o Not already have a workplace wellness program in place;
- o Contract with a third-party vendor that provides wellness program services.

To apply, visit the workplace wellness grant program webpage and submit an online application. Next steps include receiving approval from BWC, and completing and reporting health risk appraisal (HRA) and biometric screening data to BWC. Based on the results of these assessment tools, the vendor will develop specific wellness programming to meet the needs of your employees.

## Best practices

Employers participating in the Workplace Wellness Grant Program agree to provide aggregate data to BWC from the HRAs and biometric screenings, and claims data for the population participating in their wellness program. Also, employers will provide a case study at the end of each year of participation explaining the creation and implementation of their wellness program. BWC will develop best practices from the data collected and information shared in the case studies.

It's our belief the healthy habits learned through a workplace wellness program translate to the home and community environments.

# Safety Intervention Grant Program

## Partnering with employers to develop best practices for improving safety

If you are an employer wanting to buy equipment to improve workplace safety, you have a partner in BWC. Our safety intervention grant program provides financial assistance to help you achieve your safety goals. In return, employers provide research data over a two-year period that we will use to develop best practices and case studies to share with other employers.

### Program basics

Employers can receive a 2-to-1 matching grant, up to a maximum of \$40,000. For example, if intervention equipment costs \$60,000, BWC will contribute \$40,000, and you will contribute \$20,000.

To receive a safety grant, you must:

- o Be a state-fund or public employer;
- o Maintain active coverage;
- o Be current on all money owed to BWC;
- o Demonstrate the need for a safety intervention.

When you apply for a grant, you provide us with baseline claim and injury data. Once the intervention begins, you report quarterly for two years. One year after the intervention begins, provide us an electronic case-study report and information that will help measure the intervention's effectiveness.

### Shared best practices

Grant recipients agree to share the results of their safety intervention grant benefits. BWC then shares these results with other employers and research organizations. We share safety intervention best practices for accident and injury prevention through our Safety Grant Best Practices web page on [ohiobwc.com](http://ohiobwc.com). Visitors to the web page can search for best practices by risk factor, industry and keyword, and view success-story videos.

### How to reach BWC's Safety Intervention Grant Program

Telephone: 1-800-OHIOBWC  
Email: [dshsg@bwc.state.oh.us](mailto:dshsg@bwc.state.oh.us)  
Fax: 614-365-4972  
Web: [ohiobwc.com](http://ohiobwc.com)

# Wholesale/Retail/ Trade Material Handling Grants

If you're an employer in the wholesale/retail/trade (WRT) sector or in another industry that has tasks like delivery, installation, receiving, or other material handling tasks you have a partner with BWC.

BWC and the National Institute for Occupational Safety and Health (NIOSH) are working together to study the effects of adding specific equipment to material handling process (e.g., stair-climbing powered hand trucks, truck-lift gates, lift tables, pallet positioners, carts, etc.).

BWC and NIOSH will evaluate information gathered to determine the cost effectiveness of these equipment interventions in reducing occupational injuries. The goal is to provide the industry with information to help reduce injuries/illnesses and improve work processes. Participants performing material handling operations of large/heavy single or multiple items (e.g. appliances, furniture, vending machines, construction materials, keg beverages, etc.) may apply for this grant. Program basics are the same as for the safety intervention grants.

For further information, visit the WRT grants Web page at <http://www.ohiobwc.com/employer/programs/safety/EmpGrants-WRT.asp>.

### How to reach BWC's Wholesale/Retail/Trade Grant Program

Telephone: 1-800-OHIOBWC  
Email: [dshsg@bwc.state.oh.us](mailto:dshsg@bwc.state.oh.us)  
Fax: 614-365-4972  
Web: [ohiobwc.com](http://ohiobwc.com)

# Consultation services

Expert safety advice at your workplace

## **BWC provides assistance to help Ohio employers:**

- o Identify and address occupational safety and health hazards;
- o Better manage their safety and health processes;
- o Improve workplace safety and health programs;
- o Reduce workers' compensation costs!

## **BWC is your partner in workplace safety and health**

BWC's safety, industrial hygiene and ergonomics specialists can visit your workplace or consult with you electronically to provide you with the knowledge, tools and skills you need to develop effective injury and illness prevention strategies. BWC provides all of its consultative services at no additional cost.

**Safety consultation** – Services include assessment and recommendations regarding machine guarding, electrical safety issues, fall protection, personal protective equipment, powered industrial trucks, trenching/excavation, scaffolding, and other hazards.

**Industrial hygiene consultation** – Services include assessment of airborne contaminants, noise levels, and heat/cold stress and provide recommendations to assist with hazard reduction through ventilation and noise control.

**Ergonomics consultation** – Services include assessment and recommendations regarding lifting, pushing, pulling and carrying tasks, repetitive hand-intensive work, sedentary work, awkward work postures, and other physical stressors.

Other services that BWC's safety, ergonomics, and industrial hygiene consultants can provide include:

- o Safety management assessment and advice;
- o Safety, Industrial Hygiene and Ergonomics training development;
- o Written safety and health program development assistance;
- o Safety culture assessment and behavior change process assistance;
- o Safety team committee development and enhancement.

## **Let BWC help you meet your safety and health goals**

To make it easier for you to take advantage of our consultation services, you can find safety and health specialists in each of BWC's customer service offices. To request consultation services, contact BWC's Division of Safety & Hygiene or your local service office.

## **How to reach BWC's Division of Safety & Hygiene**

Telephone: 1-800-OHIOBWC  
Email: [safety@bwc.state.oh.us](mailto:safety@bwc.state.oh.us)  
Fax: 614-365-4974  
Web: [ohiobwc.com](http://ohiobwc.com)

# OSHA On-Site Consultation

Program provides services to Ohio's small, high-hazard businesses

The BWC/OSHA On-Site Consultation Program offers workplace safety and health consultative services to small business employers in high-hazard industries at no additional cost. The program is an Occupational Safety & Health Administration (OSHA)/BWC cooperative program that is primarily funded by OSHA.

## **BWC is your partner in workplace safety and health**

BWC's safety and health consultants, including industrial hygienists, provide the following types of services:

- o Comprehensive safety and health consultation;
- o Safety and health surveys limited to one or more areas of concern;
- o Air and noise monitoring.

## **SHARP**

OSHA's Safety and Health Achievement Recognition Program (SHARP) is a unique recognition and exemption program for small employers that maintain exemplary safety and health-management systems. It involves working closely with the OSHA On-Site Consultation Program to achieve certification. Employers earning SHARP certification or those working toward SHARP certification may be eligible for OSHA inspection deferrals and exemptions.

## **How to reach BWC's OSHA On-Site Consultation Program**

Telephone: 1-800-282-1425  
Email: [oshaon-siterequest@bwc.state.oh.us](mailto:oshaon-siterequest@bwc.state.oh.us)  
Fax: 614-644-3133  
Web: [ohiobwc.com](http://ohiobwc.com)

# Public Employment Risk Reduction Program

## Specialized services for Ohio's public employers

BWC's Public Employment Risk Reduction Program (PERRP) provides a variety of workplace safety and health services specific to Ohio's state, county and local government agencies and school districts. By promoting safe workplaces and prevention awareness, PERRP protects public employees from workplace injuries and illnesses.

### **PERRP is your partner in workplace safety and health risk reduction**

We provide PERRP compliance assistance to public employers at no additional cost.

- o Voluntary compliance assistance inspections
- o Written safety program reviews
- o On-site safety training and presentations
- o Work-site surveys related to noise, chemical exposures, ventilation, biological and other health hazards

The exceptional quality and value of the services provided by PERRP's safety and health specialists are valuable to public employers. Our experts coach and train supervisors and employees to improve their level of hazard recognition and understanding of appropriate control measures.

Each year, PERRP compliance investigators provide compliance assistance visits to more than 1,000 public work sites.

Ohio law places specific responsibilities on public employers for maintaining a safe workplace and gives public employees specific protective rights. For more information about this Ohio law, contact PERRP using the below information.

### **How to reach BWC's Public Employment Risk Reduction Program**

Telephone: 1-800-671-6858

Email: [perrprequests@bwc.state.oh.us](mailto:perrprequests@bwc.state.oh.us)

Fax: 614-644-3133

Web: [ohiobwc.com](http://ohiobwc.com)

**PERRP**  
Your prevention partner  
for **20 years!**

# Ohio Safety Congress & Expo

March 25-27, 2014

Originating in 1927, BWC's Ohio Safety Congress & Expo is the largest and longest-running occupational safety, health and workers' compensation event in Ohio. Five thousand representatives from businesses, organizations and government entities attend the annual conference. They attend this three-day event to learn the latest information and techniques to prevent workplace injuries and illnesses and control workers' compensation costs. They also shop for services, industrial supplies, safety equipment and gear in the Expo Marketplace.

The Ohio Safety Congress & Expo offers more than 150 educational sessions, 200 exhibitors, and free continuing education credit. By attending the safety congress, your business will learn to:

- o Prevent workplace injuries and illnesses;
- o Achieve better outcomes for injured workers;
- o Reduce workers' compensation claims costs;
- o Keep Ohio's work force healthy and productive.

The programming is diverse, appealing to safety professionals, risk managers, workers' compensation administrators, attorneys, rehabilitation consultants and human resources personnel. Programming includes:

- o Nationally recognized keynote presenters;
- o Educational sessions with a variety of continuing education units (CEUs);
- o Information about new BWC initiatives and cost-saving programs;
- o Proven safety innovations offered by Ohio businesses.

### **How to reach BWC's Ohio Safety Congress & Expo**

Telephone: 1-800-OHIOBWC

Email: [safetycongress@bwc.state.oh.us](mailto:safetycongress@bwc.state.oh.us)

Fax: 614-365-4971

Web: [ohiobwc.com](http://ohiobwc.com)

# Safety councils

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**BWC co-sponsors 80 safety councils across Ohio. They provide a forum for occupational safety and health in local communities. Co-sponsors include local chambers of commerce, learning institutions, community organizations or safety service providers.**

Safety councils host monthly meetings on topics related to occupational safety and health, accident prevention, risk management and workers' compensation issues. The program allows for business and industry to network and share ideas beneficial to workplace safety. Safety councils also collect semiannual accident statistics to determine recipients of annual recognition awards.

## **Safety council rebate**

Thousands of Ohio employers save on their workers' compensation premium by actively participating in their local safety council. Visit [ohiobwc.com](http://ohiobwc.com) for the most up-to-date information on the potential premium savings associated with this program.

## **Eligibility**

To qualify for a safety council rebate, an employer must meet the following eligibility requirements between July 1, 2013, and June 30, 2014:

1. Enroll with the local safety council by July 31, 2013;
2. Attend 10 meetings or events, at least eight through the local safety council. Employer has the option to earn a maximum of two external training credits through attendance at BWC's safety training courses or industry-specific training;
3. CEO (highest ranking authority) must attend any one safety council hosted function or meeting;
4. Submit semiannual reports for the 2013 calendar year.

Employers must have active coverage status at the time the rebate is calculated to qualify for the rebate. Also, employers with active coverage status but an outstanding balance will have the rebate applied to any money due to BWC.

In addition, employers may not have cumulative lapses in workers' compensation coverage in excess of 40 days within the last 12 months.

BWC excludes self-insuring employers and state agencies from the rebate offer. Limitations apply to employers enrolled in a professional employer organization.

Employers cannot earn external training credit for online training or training conducted in their workplace.

You may contact the safety council in your community for more information or to enroll. Visit [ohiobwc.com](http://ohiobwc.com) for a complete program list.

## Safety council phone numbers

<b>Akron</b>	Summit County Safety Council	330-806-1676	<b>Lima</b>	West Central Ohio Safety Council	419-222-6045
<b>Alliance</b>	Eastern Stark County Safety Council	330-823-6260	<b>Logan</b>	Appalachian Regional Safety Council	740-380-8157
<b>Archbold</b>	Black Swamp Safety Council	419-267-1405	<b>London</b>	Madison County Safety Council	740-852-2250
<b>Ashland</b>	Ashland Area Safety Council	419-281-4584	<b>Mansfield</b>	Richland County Safety Council	419-525-0615
<b>Ashtabula</b>	Ashtabula County Safety Council	440-576-5506	<b>Marietta</b>	Mid-Ohio Valley Safety Council	740-373-5176
<b>Barberton</b>	South Summit Safety Council	330-745-3141	<b>Marion</b>	Marion Area Safety Council	740-382-2181
<b>Bellefontaine</b>	Logan County Area Safety Council	937-599-5121	<b>Marysville</b>	Union County Safety Council	937-642-6279
<b>Berea</b>	Cleveland Southwest Safety Council	440-346-4235	<b>Medina</b>	Medina County Safety Council	330-723-8773
<b>Bucyrus</b>	Bucyrus Area Safety Council	419-562-5087	<b>Mentor</b>	Lake County Safety Council	440-255-1616
<b>Cambridge</b>	Guernsey/Noble Safety Council	740-439-6688	<b>Middlefield</b>	Geauga Safety Council	440-969-1802
<b>Canton</b>	Stark County Safety Council	330-456-7253	<b>Middletown</b>	Safety Council of Southwestern Ohio	513-423-9758
<b>Celina</b>	Grand Lake Area Safety Council	419-586-2219	<b>Millersburg</b>	Holmes Area Safety Council	330-674-3975
<b>Chillicothe</b>	Ross County Safety Council	740-702-2722	<b>Mount Vernon</b>	Knox County Safety Council	740-393-1111
<b>Cincinnati</b>	Greater Cincinnati Safety Council	513-579-3100	<b>New Philadelphia</b>	Tuscarawas Valley Safety Council	330-343-4474
<b>Cincinnati</b>	Tri-State Area Safety Council	513-221-8020	<b>Newark</b>	Licking County Safety Council	740-345-2421
<b>Circleville</b>	Pickaway County Safety Council	740-474-4923	<b>Norwalk</b>	Huron County Safety Council	419-668-4155
<b>Cleveland</b>	Greater Cleveland Safety Council	216-621-0059	<b>Oak Harbor</b>	Ottawa County Safety Council	419-898-6242
<b>Cleveland</b>	Construction Safety Council of Northeast Ohio	216-398-9860	<b>Orrville</b>	Orrville Area Safety Council	330-682-8881
<b>Cleveland</b>	Northeast Ohio Safety Council	216-592-2346	<b>Piqua</b>	Miami County Safety Council	937-773-2765
<b>Columbiana</b>	Columbiana Area Safety Council	330-482-3822	<b>Portsmouth</b>	Southern Ohio Safety Council	740-353-7647
<b>Columbus</b>	Capital Area Safety Council	614-890-0800	<b>Ravenna</b>	Portage County Safety Council	330-297-7027
<b>Columbus</b>	Safety Council of Greater Columbus	614-486-9521	<b>Rio Grande</b>	Southeastern Ohio Safety Council	740-245-7228
<b>Columbus</b>	Ohio Trucking Safety Council	614-221-5375	<b>Salem</b>	Salem Area Safety Council	330-337-3473
<b>Coshocton</b>	Coshocton County Safety Council	740-622-5411	<b>Sandusky</b>	Sandusky Area Safety Council	419-625-6421
<b>Dayton</b>	Dayton/Miami Valley Safety Council	937-226-8227	<b>Sidney</b>	Shelby County Safety Council	937-492-9122
<b>Delaware</b>	Delaware Area Safety Council	740-369-6221	<b>South Point</b>	Lawrence County Safety Council	740-377-4550
<b>East Liverpool</b>	East Liverpool Area Safety Council	330-385-0845	<b>Springfield</b>	Springfield - Clark County Safety Council	937-325-7621
<b>Eaton</b>	Preble County Safety Council	937-456-4949	<b>St. Clairsville</b>	Belmont County Safety Council	740-695-9623
<b>Elyria</b>	Lorain County Safety Council	440-328-2554	<b>Steubenville</b>	Jefferson County Safety Council	740-282-6226
<b>Findlay</b>	Hancock County Safety Council	419-422-3313	<b>Tiffin</b>	Tiffin Area Safety Council	419-447-4141
<b>Fostoria</b>	Fostoria Area Safety Council	419-435-0486	<b>Toledo</b>	Safety Council of Northwest Ohio	419-662-7777
<b>Fremont</b>	Sandusky County Safety Council	419-332-1591	<b>Urbana</b>	Champaign County Safety Council	937-653-5764
<b>Galion</b>	Galion Safety Council	419-492-2477	<b>Van Wert</b>	Van Wert Area Safety Council	419-238-4390
<b>Green</b>	CAK Safety Council	330-896-3023	<b>West Union</b>	Adams Brown Counties Safety Council	937-544-5454
<b>Greenville</b>	Darke County Safety Council	937-548-2102	<b>Wilmington</b>	Highland Fayette Clinton (HFC) Safety Council	937-382-2737
<b>Hamilton</b>	Greater Hamilton Safety Council	513-896-5333	<b>Wooster</b>	Wooster Area Safety Council	330-262-5735
<b>Jackson Township</b>	Western Stark County Safety Collaborative	330-833-4400	<b>Xenia</b>	Greene County Safety Council	937-372-3591
<b>Kenton</b>	Hardin County Safety Council	419-673-4131	<b>Youngstown</b>	Mahoning Valley Safety Council	330-744-2131
<b>Lancaster</b>	Fairfield County Business-Industry Safety Council	740-653-8251	<b>Youngstown</b>	National Safety Council, Northern Ohio Chapter	330-747-8657
<b>Lebanon</b>	Warren County Safety Council	513-932-1100	<b>Zanesville</b>	Zanesville-Muskingum County Safety Council	740-455-8282

# Safety publications

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**A variety of publications are available to help you with your workplace safety efforts.**

Visit [ohiobwc.com](http://ohiobwc.com) for a complete and up-to-date list of publications available. Click on BWC library. You can download most of the publications listed on this page, and you can order some items.

For more information, call 1-800-OHIOBWC, and listen to the options.

## **Educational guides**

Seventeen educational guides provide an overview on a selection of topics of concern in Ohio workplaces.

- o What Is Eye Safety?
- o What Are Electric Power Tools?
- o What Are Hand Tools?
- o What Are Air-Power Tools?
- o What Are Powered Industrial Trucks?
- o What Is Welding?
- o What Is Personal Protective Equipment?
- o What Is Manual Materials Handling?
- o What Is Lockout/Tagout?
- o What Is Confined Space?
- o What Are Flammable Liquids?
- o What Is Fall Protection?
- o What Is Hazard Communication?
- o What Is Hearing Conservation?
- o What Is Ergonomics?
- o What Is Woodworking?
- o What Is Respiratory Protection?

## **SafetyGRANT\$ best practices**

The BWC SafetyGRANT\$ Program provides assistance to Ohio employers to help reduce their risk of cumulative trauma disorders (CTDs) in the workplace. As part of the program, BWC shares job designs employers have implemented to reduce the risk of CTDs so all employers in the state may benefit from their experiences.

- o Ergonomics Best Practices for Construction Industry;
- o Ergonomics Best Practices for Extended-Care Facilities;
- o Ergonomics Best Practices for Manufacturing;
- o Ergonomics Best Practices for Plastics Industry;
- o Ergonomics Best Practices for Public Employers.

## **Manuals**

DSH also publishes manuals and resource guides.

They include:

- o Safety Services Catalog;
- o Industry Safety Manual;
- o Construction Safety Manual.

Safety manuals and/or best practices for:

- o Excavation;
- o Extended care facilities;
- o Machine shops;
- o Public schools;
- o Metal stamping and sheet metal;
- o Plastics;
- o Public employers;
- o Masonry.

## **Safety Talks**

Look for this feature on [ohiobwc.com](http://ohiobwc.com) called Safety Talks. You can download individual safety talks, both new and from past years. We organized these by topic and they are in PDF format for easy retrieval. Select the safety talks that are most relevant for your workplace and use them to assist you with your safety meetings.

## **Stickers**

- o Crane signals
- o Always lash in upright position
- o This guardrail is a must
- o Fall-arrest equipment required on this scaffold
- o Caution — Laser in use

## **Cards**

- o Forklift driver identification card
- o Crane signals card

# Training center

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The DSH training center offers continuing-education courses on occupational safety and health topics. Through seminars and workshops, the training center provides students with information, tools and resources.

The DSH training center offers a variety of courses addressing:

- o Industrial safety;
- o Construction safety;
- o Industrial hygiene;
- o Ergonomics;
- o Safety management;
- o Risk management.

BWC offers all courses on an open-enrollment basis to eligible Ohio businesses (see page 21 for eligibility requirements).

Courses emphasize the practical application of safety principles, development of a safety culture, current and proposed standards for regulatory compliance, risk and BWC programs.

## **BWC Learning Center**

Register for courses online at [www.bwclearningcenter.com](http://www.bwclearningcenter.com). Students may also access transcripts of training history, confirm or cancel enrollment and print certificates from the site 24 hours a day.

You can find additional BWC Learning Center information and instructions on page 22.

## **Online courses**

DSH offers a number of online courses. Registration is available at [bwclearningcenter.com](http://bwclearningcenter.com) or call 1-800-OHIOBWC.

## **New Online course!**

### **Food Service Safety Online**

See page 37 for details.

## **New Classroom courses!**

### **Advanced Fall Hazards**

See page 43 for details

### **Advanced Lockout/Tagout**

See page 43 for details

### **Advanced Safety for Public Employers**

See page 44 for details

### **Basic Industrial Safety (OSHA 30)**

See page 45 for details

### **Crane Rigging and Signal Person Duties**

See page 50 for details

### **Hazardous Waste Operations and Emergency Response 40 Hour**

See page 58 for details

### **How Workplace Temperature Impacts Worker Safety**

See page 59 for details

### **Residential Fall Protection Workshop**

See page 69 for details

### **Safety Series for Industry Workshops 1-6**

See pages 73 - 76 for details

# Training sites

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## **We offer classes at 11 training sites around Ohio**

These locations are close to a variety of hotels and restaurants, are easily accessible from major highways and have ample parking. They are accessible to those with disabilities and provide a learning environment geared toward adult participants. For a list of dates and classes offered in your area, see pages 24-35.

### **Cambridge**

BWC Customer Service Office  
61501 Southgate Road  
Cambridge, OH 43725

### **Canton**

BWC Customer Service Office  
400 Third St., S.E., Suite 2  
Canton, OH 44702

### **Cincinnati**

BWC Customer Service Office  
8650 Governor's Hill Drive, Suite 400  
Cincinnati, OH 45249

### **Cleveland**

BWC Customer Service Office  
4800 E. 131st St., Suite A  
Garfield Heights, OH 44105

### **Columbus**

Ohio Center for Occupational Safety  
and Health (OCOSH)  
13430 Yarmouth Drive  
Pickerington, OH 43147

### **Dayton**

BWC Customer Service Office  
3401 Park Center Drive, Suite 100  
Dayton, OH 45414

### **Lima**

BWC Customer Service Office  
2025 E. Fourth St.  
Lima, OH 45804

### **Mansfield**

BWC Customer Service Office  
240 Tappan Drive, N., Suite A  
Ontario, OH 44906

### **Portsmouth**

BWC Customer Service Office  
1005 Fourth St.  
Portsmouth, OH 45662

### **Toledo**

Owens Community College  
Arrowhead Learning Center  
1724 Indian Wood Circle  
Maumee, OH 43537

### **Youngstown**

BWC Customer Service Office  
242 Federal Plaza, W., Suite 200  
Youngstown, OH 44503

# Registration

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## **Please register early as classes fill up quickly**

To register for a training center class, you must provide your Ohio workers' compensation policy number. Usually, you can obtain this identification number from your personnel manager or payroll department. Participants can register online or by phone.

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## **Online (preferred method of registration)**

Visit the BWC Learning Center at [bwclearningcenter.com](http://bwclearningcenter.com). Please see instructions for how to enroll in a class using the BWC Learning Center on page 22.

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## **Phone**

Call 1-800-OHIOBWC or 614-995-8622 and choose the "Safety & Hygiene Customer Service Line" option, Monday through Friday, 7:30 a.m. to 5:30 p.m.

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## **Eligibility for enrollment**

To be eligible for tuition-free enrollment in training center classes, you must provide an active Ohio workers' compensation policy number from your employing company at the time of registration. Maximum enrollment per class for a single policy is four students.

If you do not have an active policy number, you can obtain one by calling the Customer Service Line, 1-800-OHIOBWC or 614-995-8622, for more information.

If you cannot provide proof of eligibility, you may still register for classes but will be assessed a fee. Without an active policy number, you must enroll by phone. Call the Customer Service Line, 1-800-OHIOBWC or 614-995-8622 and indicate to the representative that you do not have an active policy number. The representative will enroll you in the class, advising BWC to collect payment upon class completion.

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## **Advance notice of cancellation**

The Division of Safety & Hygiene incurs a cost for each expected student whether or not that student shows up for the class. If you cannot attend a class, please cancel your enrollment as soon as possible. Your cancellation often allows others on a wait list to attend the class.

*Failure to cancel 72 hours in advance may result in removal from all other and future course registrations for your policy number.*

Please see instructions for how to cancel a class using [bwclearningcenter.com](http://bwclearningcenter.com) on page 22.

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## **Cancellation policy**

The training center reserves the right to cancel any training class prior to the scheduled date, due to low enrollment or any other unforeseen circumstance. BWC will notify all enrolled students who have current email or address information in our registration system.

In the event officials declare a Level 2 or Level 3 weather emergency in the county where BWC is holding a class, DSH will reschedule the class and notify all enrolled students with current contact information in our registration system.

# Using the BWC Learning Center

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## 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](http://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**.  
**Note:** For any class attended before October 2011, be sure to leave the date range fields blank.
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](http://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](http://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](http://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-OHIOBWC or 614-995-8622.

# Hours and certifications

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## Hours

The hours of operation at all DSH training center locations are 8 a.m. to 5 p.m., Monday through Friday. Most full-day classes begin at 8:30 a.m. and conclude at approximately 4:30 p.m. unless otherwise noted. If morning or afternoon is noted, the morning start time is 8:30 a.m. and the afternoon start time is 1 p.m. Please check the individual course descriptions for details.

## Credits offered for courses

BWC awards students attending most training center classes continuing education units (CEUs) and other certification credits. CEUs and other credits are printed on completion certificates. This catalog publishes the credits awarded for each class in the course descriptions section.



## CEU

BWC's Division of Safety & Hygiene - Training Center, has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 1760 Old Meadow Road, Suite 500, McLean, VA 22102. In obtaining this approval, BWC's Division of Safety & Hygiene - Training Center, has demonstrated that it complies with the ANSI/IACET - 1-2007 Standard which is widely recognized as the Standard of good practice internationally. As a result of their Authorized Provider membership status, BWC's Division of Safety & Hygiene - Training Center, is authorized to offer IACET CEUs for its programs that qualify under the ANSI/IACET - 1-2007 Standard.

## CM

The American Board of Industrial Hygienists (ABIH) has discontinued reviews of training events and the practice of providing corresponding Certification Maintenance (CM) approval numbers as of November 2011. A Diplomate will no longer need a CM approval number from ABIH to list an event on their CM worksheet. Most DSH courses will continue to fulfill certification maintenance requirements, but individual students must calculate the hours based on course content and time in accordance with ABIH rules. For further explanation, contact ABIH or go to their website.

## BENHA

State of Ohio Board of Examiners of Nursing Home Administrators (BENHA) awards continuing education credits for three courses: Safety and Ergonomics for Extended Care Facilities, Nonviolent Strategies for Caregivers and Bloodborne Pathogens.

**Please note:** Any classes added due to excessive wait lists will not offer BENHA credits.

## EPA

BWC's Division of Safety & Hygiene - Training Center, is an Approved Contact Hour Training Provider by the State of Ohio Environmental Protection Agency (EPA) offering credits to drinking water and wastewater plant operators.

## Sanitarian

The Ohio State Board of Sanitarian registration requires 18 hours of continuing education every 12 months. BWC's Division of Safety & Hygiene is an authorized Sanitarian Training Center and many of our courses provide continuing education credits to maintain an Registered Sanitarian license. For more information, visit <http://sanitarian.ohio.gov/>.

## Destination: Excellence

BWC has introduced several discount programs that offer financial incentives to employers who participate in the Industry-Specific Safety Program. For more information see page 4.

## 100-percent EM cap or One Claim Program

In addition, if your company participates in the 100-percent EM cap program, or the One Claim Program the requirements for the 2013 policy year are as follows:

**First year** – industry-specific, half-day occupational safety and health classes;

**Subsequent years** – online class as prescribed by the Division of Safety & Hygiene.

# Courses by location

## Cambridge Customer Service Office

### 2013

Sept. 24	Controlling Workers' Compensation Costs	1.0	Day
Oct. 22	Hazard Communication Half-day Workshop	0.5	Day p.m.
Oct. 22	OSHA Recordkeeping Half-day Workshop	0.5	Day a.m.

### 2014

Feb. 12-13	Construction Safety Elements (OSHA 10)	2.0	Days
Feb. 25	Safety for the Non-safety Professional	1.0	Day
March 5	First Aid in the Workplace	1.0	Day
March 13	Controlling Workers' Compensation Costs	1.0	Day
June 11	Safety for the Non-safety Professional	1.0	Day
June 12	First Aid in the Workplace	1.0	Day
June 24	Ergonomics: Basic Principles	1.0	Day

## Canton Customer Service Office

### 2013

July 30	Powered Industrial Trucks: Developing a Training Program	1.0	Day
Aug. 12	Safety Series for Industry Workshop Module 1	0.5	Day p.m.
Aug. 22	Hazard Communication	1.0	Day
Aug. 28	First Aid in the Workplace	1.0	Day
Sept. 19	OSHA Recordkeeping Half-day Workshop	0.5	Day a.m.
Sept. 19	Accident Analysis Half-day Workshop	0.5	Day p.m.
Sept. 24	Controlling Workers' Compensation Costs	1.0	Day
Sept. 26	<b>New!</b> Crane Rigging and Signal Person Duties	1.0	Day
Oct. 7	Safety Series for Industry Workshop Module 2	0.5	Day p.m.
Oct. 16-17	Train the Trainer	1.5	Days
Oct. 29-30	Construction Safety Elements (OSHA 10)	2.0	Days
Nov. 5	What You Should Know About Combustible Dust (Awareness Level)	1.0	Day
Nov. 7	NFPA 70E and You: Insight and Implementation	1.0	Day
Nov. 21	Emergency Preparedness Planning	1.0	Day
Dec. 9	Safety Series for Industry Workshop Module 3	0.5	Day p.m.

### 2014

Jan. 15	Effective Safety Teams	1.0	Day
Feb. 11	Safety for the Non-safety Professional	1.0	Day
March 6	Safety Series for Industry Workshop Module 4	0.5	Day p.m.
March 6	Powered Industrial Trucks: Developing a Training Program Half-day Workshop	0.5	Day a.m.
March 11	First Aid in the Workplace	1.0	Day
March 13	Restaurant and Food Service Safety Workshop	0.5	Day a.m.
March 13	Violence in the Workplace	0.5	Day p.m.
March 17	<b>New!</b> Residential Fall Protection Workshop	0.5	Day a.m.
April 1-2	Industry Safety Elements (OSHA 10)	2.0	Days
April 14-18	<b>New!</b> Advanced Safety for Public Employers	5.0	Days
April 28	Safety Series for Industry Workshop Module 5	0.5	Day p.m.
May 6	Fall Hazards in Construction and Maintenance	1.0	Day
May 20	Controlling Workers' Compensation Costs	1.0	Day
May 29	Personal Protective Equipment Selection Criteria	0.5	Day a.m.
May 29	Respirators: Do We Need Them?	0.5	Day p.m.
June 3-4	Trenching and Excavation	2.0	Day
June 9	Safety Series for Industry Workshop Module 6	0.5	Day p.m.
June 12	OSHA Recordkeeping Half-day Workshop	0.5	Day a.m.
June 12	Bloodborne Pathogens	0.5	Day p.m.
June 19	Safety for the Non-safety Professional	1.0	Day

# Courses by location

## Cincinnati - Governor's Hill Customer Service Office

### 2013

Aug. 14 - 15	Construction Safety Elements (OSHA 10)	2.0	Days
Aug. 19	Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public	1.0	Day
Sept. 5	What You Should Know About Combustible Dust (Awareness Level)	1.0	Day
Sept. 10-12	Safety Fundamentals Examination (ASP) Review	3.0	Days
Sept. 17-18	Train the Trainer	1.5	Days
Sept. 24	First Aid in the Workplace	1.0	Day
Oct. 3	Emergency Preparedness Planning	1.0	Day
Oct. 8-9	Trenching and Excavation	2.0	Days
Oct. 17	Powered Industrial Trucks: Developing a Training Program	1.0	Day
Oct. 24	Hazardous Waste Operations and Emergency Response Refresher	1.0	Day
Nov. 7	Bloodborne Pathogens	0.5	Day p.m.
Nov. 7	Hazard Communication Half-day Workshop	0.5	Day a.m.
Nov. 14	Job Safety Analysis Workshop	0.5	Day a.m.
Nov. 14	OSHA Recordkeeping Half-day Workshop	0.5	Day p.m.
Nov. 18-21	Electrical Hazard Recognition and Abatement	3.5	Days
Dec. 4-5	Industry Safety Elements (OSHA 10)	2.0	Days

### 2014

Jan. 22	First Aid in the Workplace	1.0	Day
Feb. 3-7	<b>New!</b> Advanced Safety for Public Employers	5.0	Days
Feb. 13	NFPA 70E and You: Insight and Implementation	1.0	Day
Feb. 20	Emergency Preparedness Planning	1.0	Day
March 6	<b>New!</b> Crane Rigging and Signal Person Duties	1.0	Day
March 13	Hazardous Waste Operations and Emergency Response Refresher	1.0	Day
March 18	Lockout/Tagout and Safety-related Work Practices	0.5	Day a.m.
March 18	Machine Guarding Basics	0.5	Day p.m.
April 3	Wellness in the Workplace Workshop	0.5	Day a.m.
April 3	Effective Safety Teams Half-day Workshop	0.5	Day p.m.
April 10	First Aid in the Workplace	1.0	Day
April 15	Understanding and Identifying Ergonomic Risk Factors	0.5	Day a.m.
April 24	Controlling Workers' Compensation Costs	1.0	Day
April 28 - May 2	Basic Construction Safety (OSHA 30)	4.5	Days
May 8	OSHA Recordkeeping Half-day Workshop	0.5	Day a.m.
May 8	Accident Analysis Half-day Workshop	0.5	Day p.m.
May 13-14	Scaffolding Safety	2.0	Days
May 20	Quantifying Ergonomic Risk Factors	0.5	Day a.m.
June 5	Safety and Ergonomics for Extended-care Facilities	1.0	Day
June 12	Laboratory Safety	1.0	Day
June 17-18	Construction Safety Elements (OSHA 10)	2.0	Days

## Cleveland - Garfield Heights Customer Service Office

### 2013

Aug. 22	Confined Space Assessment and Work	1.0	Day
Aug. 27	Effective Safety Teams	1.0	Day
Sept. 5	Safety and Ergonomics for Extended-care Facilities	1.0	Day
Sept 10	Controlling Costs Through Claims Management	1.0	Day
Sept. 12	OSHA Recordkeeping	1.0	Day
Sept. 17	Machine Guarding Basics	0.5	Day a.m.
Sept. 17	Lockout/Tagout and Safety-related Work Practices	0.5	Day p.m.
Sept. 19	Mold and Other Indoor Air Quality Concerns	1.0	Day
Sept. 23-26	Electrical Hazard Recognition and Abatement	3.5	Days
Oct. 1	Controlling Workers' Compensation Costs	1.0	Day
Oct. 3	<b>New!</b> How Workplace Temperatures Impact Worker Safety	0.5	Day a.m.
Oct. 17	Behavior-based Safety Systems	1.0	Day
Oct. 22	Accident Analysis	1.0	Day
Oct. 24	First Aid in the Workplace	1.0	Day
Oct. 28 -Nov.1	Basic Construction Safety (OSHA 30)	4.5	Days
Nov. 5-7	Certified Safety Professional Examination (CSP) Review	3.0	Days
Nov. 14	Hazard Communication	1.0	Day
Nov. 19-20	Industry Safety Elements (OSHA 10)	2.0	Days
Dec. 4	Bloodborne Pathogens	0.5	Day p.m.
Dec. 10	Job Safety Analysis Workshop	0.5	Day p.m.

### 2014

Jan. 14	OSHA Recordkeeping	1.0	Day
Jan. 28-29	Construction Safety Elements (OSHA 10)	2.0	Days
Feb. 25	Accident Analysis	1.0	Day
Feb. 27	Lockout/Tagout and Safety-related Work Practices	0.5	Day a.m.
March 4	Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public	1.0	Day
March 6	Effective Safety Teams	1.0	Day
March 11	Controlling Workers' Compensation Costs	1.0	Day
March 13	<b>New!</b> Crane Rigging and Signal Person Duties	1.0	Day
March 18	Job Safety Analysis Workshop	0.5	Day a.m.
March 18	Personal Protective Equipment Selection Criteria	0.5	Day p.m.
April 1-2	Trenching and Excavation	2.0	Days
April 15	Temporary Traffic Management	0.5	Day a.m.
April 29	NFPA 70E and You: Insight and Implementation	1.0	Day
May 6	Ergonomics: Basic Principles	1.0	Day
May 13	Effective Safety Teams	1.0	Day
May 15	Hazard Communication	1.0	Day
May 20	Wellness in the Workplace Workshop	0.5	Day a.m.
May 20	<b>New!</b> How Workplace Temperatures Impact Worker Safety	0.5	Day p.m.
May 22	First Aid in the Workplace	1.0	Day
June 2-6	<b>New!</b> Basic Industrial Safety (OSHA 30)	5.0	Days
June 12	OSHA Recordkeeping	1.0	Day
June 17	Powered Industrial Trucks: Developing a Training Program	1.0	Day

# Courses by location

## Columbus - Ohio Center for Occupational Safety and Health (OCOSH)

### 2013

Aug. 1	Hazard Communication	1.0	Day
Aug. 14-15	Industry Safety Elements (OSHA 10)	2.0	Days
Aug. 19-21	Respirator Fit Testing	2.5	Days
Aug. 22	Effective Safety Teams	1.0	Day
Sept. 11	OSHA Recordkeeping	1.0	Day
Sept. 11-12	Construction Safety Elements (OSHA 10)	2.0	Days
Sept. 18	Controlling Workers' Compensation Costs	1.0	Day
Sept. 19	Hazardous Waste Operation and Emergency Response Refresher	1.0	Day
Sept. 19	NFPA 70E and You: Insight and Implementation	1.0	Day
Sept. 24	Confined Space Assessment and Work	1.0	Day
Sept. 26	Hazardous Waste Operations and Emergency Response Awareness	0.5	Day p.m.
Sept. 26	Bloodborne Pathogens	0.5	Day a.m.
Sept. 30 - Oct. 1	Scaffolding Safety	2.0	Days
Oct. 3	Ergonomics: Basic Principles	1.0	Day
Oct. 7-11	<b>New!</b> Hazardous Waste Operations and Emergency Response 40 Hour	5.0	Days
Oct. 8	Laboratory Safety	1.0	Day
Oct. 8	Measuring Safety Performance	1.0	Day
Oct. 9	Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public	1.0	Day
Oct. 17	Fall Hazards in Construction and Maintenance	1.0	Day
Oct. 23	Machine Guarding Basics	0.5	Day a.m.
Oct. 29	Job Safety Analysis Workshop	0.5	Day a.m.
Oct. 31	Powered Industrial Trucks: Developing a Training Program	1.0	Day
Nov. 4-5	Trenching and Excavation	2.0	Days
Nov. 7	Accident Analysis	1.0	Day
Nov. 7	Hazard Communication	1.0	Day
Nov. 7	Safety and Ergonomics for Extended-care Facilities	1.0	Day
Nov. 18-22	<b>New!</b> Advanced Safety for Public Employers	5.0	Days
Nov. 19	How Methamphetamines Affect the Workplace	0.5	Day a.m.
Nov. 19	Lockout/Tagout and Safety-related Work Practices	0.5	Day a.m.
Nov. 20	First Aid in the Workplace	1.0	Day
Nov. 20-21	Train the Trainer	1.5	Days
Dec. 10	Temporary Traffic Management	0.5	Day p.m.
Dec. 10	Personal Protective Equipment Selection Criteria	0.5	Day a.m.
Dec. 11	Emergency Preparedness Planning	1.0	Day
Dec. 11	Noise and Hearing Conservation	1.0	Day

**2014**

Jan. 23	OSHA Recordkeeping	1.0	Day
Jan. 27-31	Basic Construction Safety (OSHA 30)	4.5	Days
Jan. 29	Hazard Communication	1.0	Day
Feb. 20	Effective Safety Teams	1.0	Day
Feb. 20	Ergonomics: Developing an Effective Process	1.0	Day
Feb. 25-27	Industrial Ventilation	3.0	Days
Feb. 26-27	Electrical Safety Audits	2.0	Days
Feb. 27	Violence in the Workplace	0.5	Day a.m.
March 4-6	Safety Fundamentals Examination (ASP) Review	3.0	Days
March 10-14	<b>New!</b> Advanced Safety for Public Employers	5.0	Days
March 18	Controlling Costs Through Claims Management	1.0	Day
March 18	Industrial Hygiene Calibration and Sampling	1.0	Day
March 26	First Aid in the Workplace	1.0	Day
April 1-3	Respirator Fit Testing	2.5	Days
April 3	Lockout/Tagout and Safety-related Work Practices	0.5	Day a.m.
April 3	Bloodborne Pathogens	0.5	Day p.m.
April 7	<b>New!</b> Crane Rigging and Signal Person Duties	1.0	Day
April 8	Behavior-based Safety Systems Half-day Workshop	0.5	Day p.m.
April 9-10	Construction Health and Safety Technician (CHST) Review	1.5	Days
April 10	Hazardous Waste Operations and Emergency Response Refresher	1.0	Day
April 14-15	Hazardous Waste Operations and Emergency Response Operations	2.0	Days
April 16-18	Hazardous Waste Operations and Emergency Response Technician	3.0	Days
April 17	Controlling Workers' Compensation Costs	1.0	Day
April 22	Mechanical Power Press	1.0	Day
April 23	Effective Safety Teams	1.0	Day
April 23-24	Train the Trainer	1.5	Days
April 29-30	Construction Safety Elements (OSHA 10)	1.0	Day
April 30	Hazardous Waste Operations and Emergency Response Awareness	0.5	Day a.m.
May 5-9	<b>New!</b> Hazardous Waste Operations and Emergency Response 40 Hour	5.0	Days
May 7	Emergency Preparedness Planning	1.0	Day
May 13	Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public	1.0	Day
May 14	Accident Analysis	1.0	Day
May 15	Job and Safety Analysis Workshop	0.5	Day p.m.
May 15	Personal Protective Equipment Selection Criteria	0.5	Day a.m.
May 20	Fall Hazards in Construction and Maintenance	1.0	Day
May 21	NFPA 70E and You: Insight and Implementation	1.0	Day
May 21	<b>New!</b> Advanced Fall Hazards in Construction	1.0	Day
May 29	Measuring Safety Performance	1.0	Day
June 3	Wellness in the Workplace Workshop	1.0	Day
June 3-4	Respiratory Protection	2.0	Days
June 9-12	Electrical Hazard Recognition and Abatement	3.5	Days
June 10	Confined Space Assessment and Work	1.0	Day
June 12	Hazardous Waste Operations and Emergency Response Refresher	1.0	Day
June 18	First Aid in the Workplace	1.0	Day
June 24	OSHA Recordkeeping	1.0	Day
June 24-26	Certified Safety Professional Examination (CSP) Review	3.0	Days

# Courses by location

## Dayton Customer Service Office

### 2013

Aug. 20	Hazard Communication Half-day Workshop	0.5	Day a.m.
Aug. 20	Personal Protective Equipment Selection Criteria	0.5	Day p.m.
Aug. 28-29	Construction Health and Safety Technician (CHST) Review	1.5	Days
Sept. 12	First Aid in the Workplace	1.0	Day
Sept. 17	Fall Hazards in Construction and Maintenance	1.0	Day
Sept. 19	Accident Analysis Half-day Workshop	0.5	Day a.m.
Sept. 19	OSHA Recordkeeping Half-day Workshop	0.5	Day p.m.
Oct. 10	Lockout/Tagout and Safety-related Work Practices	0.5	Day a.m.
Oct. 10	Machine Guarding Basics	0.5	Day p.m.
Oct. 23	Emergency Preparedness Planning Half-day Workshop	0.5	Day a.m.
Oct. 23	Violence in the Workplace	0.5	Day p.m.
Oct. 29-30	Industry Safety Elements (OSHA 10)	2.0	Days
Nov. 5-6	Construction Safety Elements (OSHA 10)	2.0	Days
Nov. 19	Hazard Communication Half-day Workshop	0.5	Day a.m.
Nov. 19	Respirators: Do We Need Them?	0.5	Day p.m.
Dec. 5	Accident Analysis Half-day Workshop	0.5	Day a.m.
Dec. 5	OSHA Recordkeeping Half-day Workshop	0.5	Day p.m.

### 2014

Jan. 22	Accident Analysis Half-day Workshop	0.5	Day p.m.
Jan. 22	OSHA Recordkeeping Half-day Workshop	0.5	Day a.m.
Jan. 30	Effective Safety Teams Half-day Workshop	0.5	Day a.m.
Jan. 30	Wellness in the Workplace Workshop	0.5	Day p.m.
Feb. 20	Confined Space Assessment and Work	1.0	Day
Feb. 26	Powered Industrial Trucks: Developing a Training Program Half-day Workshop	0.5	Day a.m.
March 6	Lockout/Tagout and Safety-related Work Practices	0.5	Day a.m.
March 6	Machine Guarding Basics	0.5	Day p.m.
March 13	Ergonomics: Basic Principles	1.0	Day
March 18-19	Construction Safety Elements (OSHA 10)	2.0	Days
April 24	Hazard Communication Half-day Workshop	0.5	Day a.m.
April 24	Personal Protective Equipment Selection Criteria	0.5	Day p.m.
May 6	Ergonomics: Developing an Effective Process	1.0	Day
May 15	Powered Industrial Trucks: Developing a Training Program Half-day Workshop	0.5	Day a.m.
May 15	Temporary Traffic Management	0.5	Day p.m.
June 4	Violence in the Workplace	0.5	Day a.m.
June 4	Emergency Preparedness Planning Half-day Workshop	0.5	Day p.m.
June 19	Job Safety Analysis Workshop	0.5	Day a.m.
June 19	Effective Safety Teams Half-day Workshop	0.5	Day p.m.
June 25	Train the Trainer One-day Workshop	1.0	Day

## Lima Customer Service Office

### 2013

Aug. 22	NFPA 70E and You: Insight and Implementation	1.0	Day
Sept. 25-26	Construction Safety Elements (OSHA 10)	2.0	Days
Oct. 3	Effective Safety Teams	1.0	Day
Nov. 19	OSHA Recordkeeping	1.0	Day

### 2014

Feb. 6	First Aid in the Workplace	1.0	Day
March 11	Job Safety Analysis Workshop	0.5	Day p.m.
March 11	Accident Analysis Half-day Workshop	0.5	Day a.m.
April 9	Machine Guarding Basics	0.5	Day a.m.
April 9	Violence in the Workplace	0.5	Day p.m.
May 7	<b>New!</b> Advanced Lockout/Tagout	1.0	Day
May 28	First Aid in the Workplace	1.0	Day
June 3	Controlling Workers' Compensation Costs	1.0	Day

# Courses by location

## Mansfield Customer Service Office

### 2013

Aug. 27	Hazard Communication	1.0	Day
Sept. 10	Safety and Ergonomics for Extended-care Facilities	1.0	Day
Sept. 26	Accident Analysis Half-day Workshop	0.5	Day a.m.
Sept. 26	Job Safety Analysis Workshop	0.5	Day p.m.
Oct. 9-10	Construction Safety Elements (OSHA 10)	2.0	Days
Oct. 21-25	<b>New!</b> Advanced Safety for Public Employers	5.0	Days
Nov. 19	Controlling Costs Through Claims Management	1.0	Day
Dec. 5	First Aid in the Workplace	1.0	Day

### 2014

Feb. 24-28	Basic Construction Safety (OSHA 30)	4.5	Days
March 17-20	Electrical Hazard Recognition and Abatement	3.5	Days
April 2	Ergonomics: Basic Principles	1.0	Day
April 15	Controlling Workers' Compensation Costs	1.0	Day
April 24	Powered Industrial Trucks: Developing a Training Program	1.0	Day
May 6	Personal Protective Equipment Selection Criteria	0.5	Day p.m.
May 6	Lockout/Tagout and Safety-related Work Practices	0.5	Day a.m.
May 13	<b>New!</b> Advanced Lockout/Tagout	1.0	Day
May 22	What You Should Know About Combustible Dust (Awareness Level)	1.0	Day
June 11	OSHA Recordkeeping	1.0	Day
June 26	Violence in the Workplace	0.5	Day a.m.
June 26	Restaurant and Food Service Safety Workshop	0.5	Day p.m.

## Portsmouth Customer Service Office

### 2013

Aug. 14	Hazard Communication	1.0	Day
Sep. 10	Transitional Return to Work	1.0	Day
Oct. 16-17	Industry Safety Elements (OSHA 10)	2.0	Days
Dec. 10	OSHA Recordkeeping	1.0	Day

### 2014

Jan. 14 -15	Construction Safety Elements (OSHA 10)	2.0	Days
Feb. 12	Controlling Costs Through Claims Management	1.0	Day
March 12	Transitional Return to Work	1.0	Day
May 13	First Aid in the Workplace	1.0	Day
May 22	How Methamphetamines Affect the Workplace	0.5	Day p.m.
June 11	Violence in the Workplace	0.5	Day a.m.
June 18	Accident Analysis Half-day Workshop	0.5	Day a.m.

# Courses by location

## Toledo Owens Community College

### 2013

Aug. 22	First Aid in the Workplace	1.0	Day
Sept. 19	Effective Safety Teams	1.0	Day
Sept. 25	OSHA Recordkeeping	1.0	Day
Oct. 9	Hazard Communication	1.0	Day
Oct. 22	Controlling Workers' Compensation Costs	1.0	Day
Oct. 30-31	Train the Trainer	1.5	Days
Nov. 6	Emergency Preparedness Planning Half-day Workshop	0.5	Day a.m.
Nov. 6	Violence in the Workplace	0.5	Day p.m.
Dec. 5	What You Should Know About Combustible Dust (Awareness Level)	1.0	Day

### 2014

Feb. 5-6	Construction Safety Elements (OSHA 10)	2.0	Days
Feb. 20	<b>New!</b> Advanced Lockout/Tagout	1.0	Day
Feb. 27	First Aid in the Workplace	1.0	Day
March 4-5	Trenching and Excavation	2.0	Days
March 12	Controlling Costs Through Claims Management	1.0	Day
April 3	NFPA 70E and You: Insight and Implementation	1.0	Day
April 8	Machine Guarding Basics	0.5	Day a.m.
April 8	Personal Protective Equipment Selection Criteria	0.5	Day p.m.
April 17	Fall Hazards in Construction and Maintenance	1.0	Day
April 22	First Aid in the Workplace	1.0	Day
May 5-9	<b>New!</b> Advanced Safety for Public Employers	5.0	Days
May 13	Confined Space Assessment and Work	1.0	Day
May 21	<b>New!</b> How Workplace Temperature Impacts Worker Safety	0.5	Day a.m.
May 21	Bloodborne Pathogens	0.5	Day p.m.
June 5	Job Safety Analysis Workshop	0.5	Day p.m.
June 5	Accident Analysis Half-day Workshop	0.5	Day a.m.

## Youngstown Customer Service Office

### 2013

Aug. 13	First Aid in the Workplace	1.0	Day
Sept. 18	OSHA Recordkeeping	1.0	Day
Oct. 16 - 17	Electrical Safety Audits	2.0	Days
Oct. 22	Hazard Communication Half-day Workshop	0.5	Day p.m.
Nov. 6	Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public	1.0	Day
Nov. 14	Effective Safety Teams	1.0	Day

### 2014

Jan. 30	Hazardous Waste Operations and Emergency Response Awareness	0.5	Day a.m.
Feb. 20	Hazardous Waste Operations and Emergency Response Refresher	1.0	Day
Feb. 26 - 27	Construction Safety Elements (OSHA 10)	2.0	Days
March 5	OSHA Recordkeeping	1.0	Day
March 12	Fall Hazards in Construction and Maintenance	1.0	Day
March 20	First Aid in the Workplace	1.0	Day
April 3	Controlling Workers' Compensation Costs	1.0	Day
April 10	Confined Space Assessment and Work	1.0	Day
April 22	Emergency Preparedness Planning	1.0	Day
May 28	Lockout/Tagout and Safety-related Work Practices	0.5	Day a.m.
May 28	Powered Industrial Trucks: Developing a Training Program Half-day Workshop	0.5	Day p.m.
June 10 - 11	Industry Safety Elements (OSHA 10)	2.0	Days
June 24	Accident Analysis Half-day Workshop	0.5	Day a.m.

# Online courses

## Accident Analysis Online

### Who should participate

Employers and employees who need basic awareness or a refresher course of safety and health related issues; newly appointed safety directors and safety committee members who have limited exposure to injury prevention strategies and safety requirements

### You will learn:

- o Basic information and tools for establishing and improving accident analysis programs;
- o Elements of an effective written accident analysis program;
- o Five primary causal factors of accidents;
- o Action steps in analyzing accidents;
- o The use of comprehensive accident analysis to prevent and/or minimize the occurrence of future occupational accidents, injuries and illnesses.

### Special requirements

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately 30 minutes long

**Note:** The course complies with DFSP requirements but is also open to anyone interested in accident analysis.

## Avoiding Back Trauma Online

### Who should participate

Anyone who performs lifting, pushing and/or pulling activities in the course of their jobs and individuals interested in learning the definition of back trauma and how to avoid it

### You will learn:

- o Risk factors for back pain;
- o How to use and apply BWC/OSU lifting guidelines;
- o How to use ergonomics to prevent back pain.

### Special requirements

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately two hours long

## **A Five-Step Process for Preventing Work-Related Musculoskeletal Disorders (WMSDs) in your Workplace Online**

### **Who should participate**

Individuals interested in developing a basic process to reduce the frequency and severity of WMSDs, and the cost of workers' compensation claims

### **You will learn:**

- o The benefits of an effective ergonomics process;
- o How to identify jobs that need ergonomic improvements;
- o How to recognize basic risk factors for WMSDs;
- o How to develop a process for preventing WMSDs in your workplace.

### **Special requirements**

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately one hour long

## **NEW! Food Service Safety Online**

### **Who should participate**

All restaurant and food service workers who need a basic understanding of workplace safety in the food service industry

### **You will learn:**

- o The benefits of an effective safety and health program;
- o Kitchen equipment safety, including but not limited to, knives and cutting equipment, as well as cooking and heating equipment;
- o Chemical safety including storage, handling and labeling;
- o Ergonomic risk factors and control measures dealing with manual lifting, receiving and storage along with repetitive work.

### **Special requirements**

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately two hours long

# Online courses

## Getting Started with Safety Online

### Who should participate

Employers and employees who are responsible for the development of a safety and health program at work; also any individuals who need a basic awareness of safety strategies and safety requirements

### You will learn:

- o How to create a safe work environment;
- o Hazards to look for;
- o How to do a job safety analysis;
- o Available safety resources;
- o Needed written programs;
- o How to identify what additional training you may need.

### Special requirements

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately four hours long

## Health Hazards in Construction Online

### Who should participate

All individuals involved in the construction industry needing a basic safety and health hazards primer

### You will learn:

- o How to recognize potential health hazards for various construction occupations;
- o Ways to evaluate your specific construction site for health risks;
- o How to recognize four common construction health hazards;
- o How to apply exposure controls to protect your health.

### Special requirements

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately one hour long

## **Industrial Hygiene Overview: Recognizing Occupational Health Hazards Online**

### **Who should participate**

Individuals who are involved with health and safety but have limited knowledge of industrial hygiene issues and those interested in a broad overview of industrial hygiene topics

### **You will learn:**

- o The definition of occupational/industrial hygiene;
- o Recognition of potential health hazards (dusts, mists, gases, vapors, noise, etc.);
- o Evaluation methods used to determine employee exposure to chemical and physical hazards;
- o Potential required written programs.

### **Special requirements**

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately one hour long

## **Ladder/Stairway Safety Online**

### **Who should participate**

Anyone operating or in the supervision of employees operating a ladder who are required to gain an understanding of the safety considerations, rules and regulations regarding ladders and stairs in situations, including light everyday use to general construction usage

### **You will learn:**

- o Ladder types;
- o Safety, maintenance and storage of ladders;
- o How to choose the right ladder for the job;
- o How to safely use stairs, platforms, handrails and guardrails;
- o Legal requirements and guidelines for stair construction.

### **Special requirements**

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately one hour long

# Online courses

## Office Ergonomics: Computer Workstation and Mobile Computing Online

### Who should participate

Individuals interested in improving their comfort and productivity when working in an office or in a mobile computing settings

### You will learn:

- o Various techniques to address office ergonomics and mobile computing issues;
- o How to make proper adjustments to office furniture and equipment;
- o How to improve the arrangement of furniture and equipment in offices and mobile computing settings;
- o How to apply simple changes that improve posture and comfort while working with desktop and laptop computers.

### Special requirements

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately 1 ½ hours long

## Preventing Cuts and Lacerations Online

### Who should participate

Individuals involved in any industry that requires the use of knives, mechanical equipment, hand tools and cutting utensils or anyone who needs cuts and laceration prevention training

Those involved in industries that cut products or anyone with cut or laceration concerns

### You will learn:

- o About the types of cuts and lacerations and the causes of each;
- o Controls and prevention measures to avoid and eliminate cutting hazards.

### Special requirements

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately one hour long

## **Preventing Slips/Trips/Falls Online**

### **Who should participate**

Anyone interested in preventing slips, trips and falls or those affected by them

### **You will learn:**

- o About housekeeping programs;
- o Ladder safety, scaffolding and work platforms;
- o How to design and maintain walkways and stairs;
- o About appropriate footwear.

### **Special requirements**

- o Internet access
- o The latest version of Adobe Flash
- o The latest version of Adobe PDF Reader
- o Browser cookies enabled
- o JavaScript enabled
- o Disabled pop-up blockers
- o Internet Explorer 7 or above recommended

Approximately one hour long

# Courses

## Accident Analysis

### Who should attend

Individuals directly responsible for a company's accident analysis process and safety committee representatives

### You will learn:

- o Basic information and tools for establishing and improving accident analysis programs;
- o Elements of an effective written accident analysis program, including sample programs;
- o Five primary causal factors of accidents;
- o Four action steps in analyzing accidents;
- o Hands-on skills in using analytic techniques;
- o The use of comprehensive accident analysis to prevent and/or minimize the occurrence of future occupational accidents, injuries and illnesses.

### After this course, you will be able to:

- o Name five causal factors of accidents;
- o Perform four action steps in analyzing accidents;
- o Apply analytical techniques during an accident investigation.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Oct. 22	2013	Cleveland
Nov. 7	2013	Columbus
Feb. 25	2014	Cleveland
May 14	2014	Columbus

1.0 Day  
Sanitarian 6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Accident Analysis Half-day Workshop

### Who should attend

Employers and employees who need basic awareness of safety and health issues; newly appointed safety directors or safety committee members who have limited exposure to injury prevention strategies or safety requirements; or employers who need a refresher on a safety or health topic

### You will learn:

- o Basic information and tools for establishing and improving accident analysis programs;
- o Causal factors of accidents;
- o Action steps for analyzing accidents.

### After this course, you will be able to:

- o Describe causal factors of accidents;
- o Explain action steps for analyzing accidents;
- o Adopt tools for improving accident analysis programs.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 19	2013	Canton	p.m.
Sept. 19	2013	Dayton	a.m.
Sept. 26	2013	Mansfield	a.m.
Dec. 5	2013	Dayton	p.m.
Jan. 22	2014	Dayton	p.m.
March 11	2014	Lima	a.m.
May 8	2014	Cincinnati	p.m.
June 5	2014	Toledo	a.m.
June 18	2014	Portsmouth	a.m.
June 24	2014	Youngstown	a.m.

0.5 Day

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## NEW! Advanced Fall Hazards in Construction

### Who should attend

Individuals involved in the construction industry responsible for fall prevention and protection strategies

### You will learn:

- o About fall-protection systems and the selection of fall protection equipment;
- o Application of positioning devices their limitations and use;
- o OSHA Standards (29 CFR 1926, Subpart M) and American National Standards Institute recommendations as they apply to this subject;
- o Use of fall protection and arrest devices and systems.

### After this course, you will be able to:

- o Conduct a fall hazard assessment at your work site;
- o Describe proper components of a fall arrest equipment system;
- o Discuss the importance of planning for free fall distances;
- o Calculate fall arrest distances.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

The Fall Hazards in Construction and Maintenance course is a prerequisite for this course. A student must take it before taking this course, unless special permission is obtained by either the instructor(s) or DSH Training Center.

### Instructors: BWC Staff

May 21      2014      Columbus

1.0 Day  
EPA          6  
Sanitarian    TBD

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## NEW! Advanced Lockout/Tagout

### Who should attend

Safety, loss control and maintenance personnel, along with operations managers who have a basic understanding of LOTO best practices and wish to increase their skill set in following and implementing policies

### You will learn:

- o How to identify energy isolation devices;
- o How to define normal production operations;
- o Become familiar with the OSHA alternate procedures - CPL 02-00-147;
- o Learn resources available for risk assessments.

### After this course, you will be able to:

- o Inventory facility machines where maintenance and service is performed;
- o Recognize when alternative procedures for employee protection is in place;
- o Describe Minor Servicing exception for LOTO.
- o Find OSHA regulation for LOTO;
- o Name resources that are available to help an employer with their LOTO program.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Feb. 20      2014      Toledo  
May 7        2014      Lima  
May 13      2014      Mansfield

1.0 Day  
EPA          6  
Sanitarian    TBD

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## NEW! Advanced Safety for Public Employers

### Who should attend

Individuals who work for a public employer (state or local government agency) and are responsible for or assist with health and safety activities at their facility, as well as workers who are directly affected by those health and safety activities

### You will learn:

- o Employer and employee rights and responsibilities under the Ohio Public Employment Risk Reduction Program (PERRP);
- o PERRP inspection procedures and how this affects you as a public employer or public employee;
- o Purpose of adopted Ohio Employment Risk Reduction standards in the workplace;
- o Overview of adopted public employment workplace standards and rules;
- o Hazard recognition skills and possible solutions to safety and health issues in public sector worksites;
- o Common public sector workplace hazards that have resulted in fatalities and catastrophes;
- o Overview of PERRP injury and illness recordkeeping requirements.

### After this course, you will be able to:

- o Explain the purpose and scope of PERRP;
- o Interpret adopted Ohio Employment Risk Reduction (occupational safety and health) Standards and compliance alternatives;
- o Recognize existing and predictable hazards in public employment workplaces;
- o Describe the nature and existence of public employment workplace hazards and steps for effective corrective action;
- o Implement actions to eliminate and control hazards in the workplace.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: PERRP Staff

Oct. 21-25	2013	Mansfield
Nov. 18-22	2013	Columbus
Feb. 3-7	2014	Cincinnati
March 10-14	2014	Columbus
April 14-18	2014	Canton
May 5-9	2014	Toledo

5.0 Days  
EPA 30  
Sanitarian TBD

BWC is authorized by IACET to offer 3.0 CEUs for this program.

## Basic Construction Safety (OSHA 30)

### Who should attend

Individuals involved in the construction industry

### You will learn:

- o Hazard recognition skills and possible solutions to safety issues at a construction site;
- o How to use and implement the rules and recommendations of OSHA's 29 CFR 1926 Subparts A-Z;
- o An introduction to OSHA and analysis of citation history;
- o Proper employee use of commonly used hand tools;
- o Fall protection safety practices and concerns;
- o How to operate cranes and use scaffolds in a safe manner;
- o Industrial hygiene hazards that are on the job site and preventive measures to reduce employee exposure to these hazards;
- o Personal protective equipment requirements for construction;
- o Ergonomic principles and practices for construction workers;
- o Electrical safety codes and recognition of violations;
- o Elements of a safe excavation site and safe trenching practices;
- o Other construction safety topics as deemed appropriate.

### After this course, you will be able to:

- o Recognize risk factors related to construction work sites;
- o Suggest control measures to mitigate risk factors;
- o Interpret rules for OSHA's 29 CFR part 1926 as it applies to your workplace.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** Upon successful completion of this course, participants will receive a card from OSHA certifying completion of a 30-hour course in construction safety and health.

### Special requirements

Portions of this course may be held outside. Plan to wear clothing appropriate for the weather conditions.

### Instructors: BWC Staff

Oct. 28-Nov.1	2013	Cleveland
Jan. 27-31	2014	Columbus
Feb. 24-28	2014	Mansfield
April 28-May 2	2014	Cincinnati

4.5 Days  
EPA 27  
Sanitarian 27

BWC is authorized by IACET to offer 2.7 CEUs for this program.

## NEW! Basic Industrial Safety (OSHA 30)

### Who should attend

Employers and employees who need awareness of safety and health issues, including safety directors, foremen, field supervisors and those who need a refresher on a safety or health topic

### You will learn:

- o Workers' rights and responsibilities under the OSH Act;
- o Employer responsibilities required by OSHA standards;
- o OSHA inspection procedures and how this is related to you as an employee;
- o Overview of various general industry workplace standards;
- o Purpose of general industry standards in the workplace.

### After this course, you will be able to:

- o Explain the purpose and scope of OSHA;
- o Interpret safety standards;
- o Recognize hazards in the workplace;
- o Describe hazards to management for correction;
- o Implement actions to mitigate hazards in the workplace.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** This course provides information on OSHA compliance issues. Upon successful completion of this course, participants will receive a card from OSHA certifying completion of a 30-hour course in general industry safety and health.

### Instructors: BWC Staff

June 2-6      2014      Cleveland

4.5 Days

EPA            27  
Sanitarian    TBD

BWC is authorized by IACET to offer 2.7 CEUs for this program.

## Behavior-based Safety Systems

### Who should attend

Company managers and supervisors, safety and health managers, safety consultants, labor leaders and safety committee members

### You will learn:

- o The benefits of behavior-based systems;
- o The basic principles of how to motivate safe behavior;
- o When a company is ready for behavior-based safety.

### After this course, you will be able to:

- o Describe the benefits of behavior-based safety systems;
- o Compare and contrast the features of different behavior-based systems currently available.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Oct. 17            2013            Cleveland

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## Behavior-based Safety Systems Half-day Workshop

### Who should attend

Employers and employees who need some basic awareness of safety and health issues, newly appointed safety directors or safety committee members that have limited exposure to injury prevention

### You will learn:

- o The benefits of behavior-based systems;
- o The basic principles of how to motivate safe behavior;
- o When a company is ready for behavior-based safety.

### After this course, you will be able to:

- o Apply motivational techniques to encourage employee safe behavior at your facility;
- o Describe the benefits of behavior-based systems.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

April 8      2014      Columbus      p.m.

0.5 Day

BWC is authorized by IACET to offer  
0.3 CEUs for this program.

## Bloodborne Pathogens

### Who should attend

Individuals establishing or implementing a bloodborne pathogens program

### You will learn:

- o Background and terminology;
- o Signs and symptoms of bloodborne pathogens and how they are transmitted;
- o Guidelines for handling infectious waste;
- o How to develop a site-specific bloodborne pathogen exposure control plan.

### After this course, you will be able to:

- o Define bloodborne pathogen terminology;
- o Explain and interpret 29 CFR 1910.1030;
- o Describe different bloodborne pathogen exposure methods.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: Charlene Buckner

Sept. 26	2013	Columbus	a.m.
Nov. 7	2013	Cincinnati	p.m.
Dec. 4	2013	Cleveland	p.m.
April 3	2014	Columbus	p.m.
May 21	2014	Toledo	p.m.
June 12	2014	Canton	p.m.

0.5 Day  
EPA      3  
Sanitarian      3  
BENHA      3

BWC is authorized by IACET to offer  
0.3 CEUs for this program.

## Certified Safety Professional Examination (CSP) Review

### Who should attend

Those safety professionals acknowledged by the Board of Certified Safety Professionals (BCSP) as eligible to take the CSP exam. Please contact the BCSP for details at [www.bcsp.org](http://www.bcsp.org) or 217-359-9263.

### You will learn:

- o An overview of the safety fundamentals and comprehensive practice examinations, along with their respective examination blueprints;
- o Sample items typical of the respective examinations with solutions and explanations;
- o An explanation of how to prepare for BCSP examinations, including descriptions of computer-delivered examinations and the procedures used at the testing centers.

### After this course, you will be able to:

- o Identify elements needed to pass the CSP exam;
- o Describe procedures used at BCSP authorized testing centers;
- o Solve sample questions typical of the CSP exam;
- o Prepare for a BCSP examination.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Working knowledge of a scientific calculator  
Instructors will provide attendees with a copy of the BCSP Examination Reference Handout.

### Instructors: Langlois, Weigand & Associates Inc.

Nov. 5-7	2013	Cleveland
June 24-26	2014	Columbus

3.0 Days  
Sanitarian 18

BWC is authorized by IACET to offer 1.8 CEUs for this program.

## Confined Space Assessment and Work

### Who should attend

Supervisors, maintenance personnel or anyone involved in or responsible for confined space work

### You will learn:

- o Awareness of the hazards associated with confined space entry and work within such environments;
- o Assessment of spaces;
- o Instrument use;
- o Rescue techniques;
- o Permit-required and non-permit required confined spaces;
- o Hazard evaluation;
- o Training requirements;
- o Ventilation techniques;
- o Protective clothing and equipment.

### After this course, you will be able to:

- o Identify a confined space;
- o Decide when a confined space permit is required;
- o Recognize risks and hazards associated with confined spaces;
- o Suggest control measures to mitigate risk factors;
- o Explain and interpret 29 CFR 1910.146;
- o Describe confined space rescue techniques;
- o List confined space entry training requirements.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Portions of this course are held outside. Plan to wear clothing appropriate for the weather conditions. In addition, participants should notify the instructor of any physical limitations prior to the class.

### Instructors: North Coast Polytechnic Institute

Aug. 22	2013	Cleveland
Sept. 24	2013	Columbus
Feb. 20	2014	Dayton
April 10	2014	Youngstown
May 13	2014	Toledo
June 10	2014	Columbus

1.0 Day  
EPA 6  
Sanitarian 6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## Construction Health and Safety Technician (CHST) Review

### Who should attend

Individuals who demonstrate competency and work part time or full time in health and safety activities devoted to the prevention of construction illnesses and injuries and plan to take the CHST exam in the immediate future

Please go to <http://www.bcsp.org/chst> for more details on eligibility, benefits and the requirements of obtaining a CHST certification.

### You will learn:

- o An overview of the safety fundamentals and concepts within the four CHST testing domains;
- o Sample items typical of the respective examinations with solutions and explanations;
- o An explanation of how to prepare for the CHST examination, including safety standards, test-taking strategies and operating a calculator.

### After this course, you will be able to:

- o Employ necessary test-taking skills to successfully attempt to pass the CHST exam;
- o Discuss safety concepts relevant to the CHST exam;
- o Interpret applicable safety standards relevant to the CHST exam;
- o Solve sample questions typical of the CHST exam.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Working knowledge of a scientific calculator

### Instructors: BWC Staff

Aug. 28-29 2013 Dayton  
April 9-10 2014 Columbus

1.5 Days

BWC is authorized by IACET to offer 0.9 CEUs for this program.

## Construction Safety Elements (OSHA 10)

### Who should attend

Individuals involved in the construction industry

### You will learn:

- o Effective safety and health evaluation of construction sites;
- o Hazard recognition skills and possible solutions to construction safety issues;
- o How to use and implement the rules and recommendations of OSHA's 29 CFR part 1926.

### After this course, you will be able to:

- o Recognize risk factors related to construction work sites;
- o Suggest control measures to mitigate risk factors;
- o Interpret rules for OSHA's 29 CFR part 1926 as it applies to your workplace.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** Upon successful completion of this course, participants will receive a card from OSHA certifying completion of a 10-hour course in construction safety and health.

### Instructors: BWC Staff

Aug. 14 -15	2013	Cincinnati
Sept. 11-12	2013	Columbus
Sept. 25 -26	2013	Lima
Oct. 9-10	2013	Mansfield
Oct. 29-30	2013	Canton
Nov. 5-6	2013	Dayton
Jan.14-15	2014	Portsmouth
Jan. 28-29	2014	Cleveland
Feb. 5-6	2014	Toledo
Feb. 12-13	2014	Cambridge
Feb. 26-27	2014	Youngstown
March 18-19	2014	Dayton
April 29-30	2014	Columbus
June 17-18	2014	Cincinnati

2.0 Days  
EPA 9  
Sanitarian 12

BWC is authorized by IACET to offer 1.2 CEUs for this program.

## Controlling Costs Through Claims Management

### Who should attend

Individuals employed at companies insured under the state insurance fund who handle workers' injury and illness claims and who are interested in controlling costs through better claims management practices

### You will learn:

- o Accident analysis;
- o Life cycle of a claim and suggestions on how to manage it;
- o Lump sum settlements;
- o Financial reasons for having a transitional work program;
- o Transitional work programs for injured/ill employees returning to work;
- o Services provided by BWC to assist employers with claims management, accident analysis and transitional work programs.

### After this course, you will be able to:

- o Describe how claims' costs impact rates throughout the life cycle of a claim;
- o Explain accident analysis principles;
- o Explain the financial benefits of a transitional work program;
- o Describe methods to manage claims effectively.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 10	2013	Cleveland
Nov. 19	2013	Mansfield
Feb. 12	2014	Portsmouth
March 12	2014	Toledo
March 18	2014	Columbus

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Controlling Workers' Compensation Costs

### Who should attend

Individuals employed at companies insured under the state insurance fund who are interested in controlling workers' compensation costs

This may include employees from human resources, payroll and benefits, workers' compensation administration, loss control, safety and OSHA compliance.

### You will learn:

- o A basic understanding of how BWC determines workers' compensation rates and the costs that drive them;
- o How claims costs impact your rates;
- o Rating plan options;
- o Strategies to control costs, such as loss prevention, administrative, early return to work and other claims management controls;
- o An overview of the Safety Culture Wheel, with an emphasis on a leadership-supported safety culture, employee involvement and accident prevention.

### After this course, you will be able to:

- o Compare and understand rating plan options;
- o Use strategies to control costs;
- o Explain the Safety Culture Wheel.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 18	2013	Columbus
Sept. 24	2013	Canton
Sept. 24	2013	Cambridge
Oct. 1	2013	Cleveland
Oct. 22	2013	Toledo
March 11	2014	Cleveland
March 13	2014	Cambridge
April 3	2014	Youngstown
April 15	2014	Mansfield
April 17	2014	Columbus
April 24	2014	Cincinnati
May 20	2014	Canton
June 3	2014	Lima

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## NEW! Crane Rigging and Signal Person Duties

### Who should attend

Individuals involved in the construction industry working with cranes, derricks, hoists, hooks, slings, and rigging

### You will learn:

- o The new construction crane standard, including qualified rigger and qualified signal person requirements;
- o The training requirements per 29 CFR 1926.1400;
- o An overview of equipment operation requirements, rigging requirements, and best practices.

### After this course, you will be able to:

- o Identify common rigging problems;
- o Propose solutions for rigging problems;
- o Interpret OSHA's crane standard;
- o Demonstrate standard hand signals.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: TBD

Sept. 26	2013	Canton
March 6	2014	Cincinnati
March 13	2014	Cleveland
April 7	2014	Columbus

1.0 Day

EPA	6
Sanitarian	TBD

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Effective Safety Teams

### Who should attend

Company owners, managers and supervisors, safety and health managers, safety consultants, labor leaders and any individuals who are responsible for ensuring the success of developing or facilitating safety teams

### You will learn:

- o How to outline a process to develop or improve a team within your organization;
- o How a team functions and how to measure its effectiveness;
- o How to involve employees in the team building process;
- o How to define team roles and responsibilities;
- o Tools and skills for group problem solving and decision making.

### After this course, you will be able to:

- o Describe how a team functions and how to measure its effectiveness;
- o Define team roles and responsibilities;
- o Apply tools and skills for group problem solving/decision making;
- o Outline a process to develop or improve a team within your organization.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Aug. 22	2013	Columbus
Aug. 27	2013	Cleveland
Sept. 19	2013	Toledo
Oct. 3	2013	Lima
Nov. 14	2013	Youngstown
Jan. 15	2014	Canton
Feb. 20	2014	Columbus
March 6	2014	Cleveland
April 23	2014	Columbus
May 13	2014	Cleveland

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Effective Safety Teams Half-day Workshop

### Who should attend

Employers and employees who need some basic awareness of safety and health issues, and newly appointed safety directors or safety committee members who have limited exposure to injury prevention

### You will learn:

- o How to outline a process to develop or improve a team within your organization;
- o How to involve employees in the team building process;
- o Tools and skills for group problem solving and decision making.

### After this course, you will be able to:

- o Involve employees in the team building process;
- o Apply tools and skills for group problem solving/ decision making;
- o Outline a process to develop or improve a team within your organization.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Jan. 30	2014	Dayton	a.m.
April 3	2014	Cincinnati	p.m.
June 19	2014	Dayton	p.m.

0.5 Day

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Electrical Hazard Recognition and Abatement

### Who should attend

Individuals responsible for electrical safety, including safety and maintenance personnel, engineers and others who need to improve on their hazard recognition skills. The focus of the course is hazard recognition rather than design or engineering. Participants do not need a background in electricity.

### You will learn:

- o Electrical hazard recognition and fundamentals from a safety perspective;
- o Basic physical laws that control electrical actions;
- o Effects of electrical shock on the human body;
- o Recognition and prevention of the four kinds of electrical hazards – shocks, burns, explosions and fires;
- o Grounding concepts including equipment ground, ground fault circuit interrupters and system grounding;
- o OSHA, National Electric Code and Ohio Administrative Code regulations and their application.

### After this course, you will be able to:

- o Recognize electrical hazards;
- o Describe effects of electrical shock on the human body;
- o Identify four kinds of electrical hazards;
- o List prevention techniques of electrical hazards;
- o Explain grounding concepts, including equipment grounds, ground fault circuit interrupters and system grounding.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** This course ends at approximately 12:30 p.m. on the fourth day.

### Instructors: ES Squared

Sept. 23-26	2013	Cleveland
Nov. 18-21	2013	Cincinnati
March 17-20	2014	Mansfield
June 9-12	2014	Columbus

3.5 Days  
EPA 20.5

BWC is authorized by IACET to offer 2.1 CEUs for this program.

# Courses

## Electrical Safety Audits

### Who should attend

Individuals responsible for designing, conducting and managing electrical safety audits and inspections

### You will learn:

- o Electrical safety audit procedures;
- o Applicable codes and standards;
- o Types of audits and the purpose of each;
- o How to recognize physical, programmatic and work practice findings;
- o Recordkeeping and documentation.

### After this course, you will be able to:

- o Describe electrical safety audit procedures;
- o Analyze physical, programmatic and work practice findings;
- o Prioritize findings;
- o Assemble and compose documentation for recordkeeping.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Prior to attending this course, BWC strongly recommends you take Electrical Hazard Recognition and Abatement, or have a background in electrical safety. Students should bring current copies of the NFPA 70E and NEC reference books received in the BWC Electrical Hazard Recognition and Abatement course.

### Instructors: ES Squared

Oct. 16 -17	2013	Youngstown
Feb. 26 -27	2014	Columbus

2.0 Days

BWC is authorized by IACET to offer 1.2 CEUs for this program.

## Emergency Preparedness Planning

### Who should attend

Individuals in charge of developing and/or overseeing their company's emergency preparedness plan

### You will learn:

- o How to interpret 29 CFR 1910.38 and other applicable regulations;
- o An all-hazards approach to emergency planning;
- o Main components of an emergency plan;
- o Elements of emergency management;
- o Resources available;
- o How to conduct drills and table top exercises;
- o Basic business continuity strategies.

### After this course, you will be able to:

- o List and describe the many potential types of workplace emergencies;
- o Interpret basic compliance requirements as it relates to the workplace;
- o List the main components of an emergency plan;
- o Discuss how to plan for specific types of emergencies;
- o Evaluate an emergency preparedness plan.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Oct. 3	2013	Cincinnati
Nov. 21	2013	Canton
Dec. 11	2013	Columbus
Feb. 20	2014	Cincinnati
April 22	2014	Youngstown
May 7	2014	Columbus

1.0 Day

EPA	6
Sanitarian	6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Emergency Preparedness Planning Half-day Workshop

### Who should attend

Individuals in charge of developing and/or overseeing their company's emergency preparedness plan

### You will learn:

- o How to prepare for different types of workplace emergencies;
- o The basic compliance requirements;
- o The additional resources available for each type of emergency;
- o The principles for developing and maintaining an effective program.

### After this course, you will be able to:

- o List and describe the many potential types of workplace emergencies;
- o Interpret basic compliance requirements as it relates to your workplace;
- o Demonstrate principles for developing and maintaining an effective program.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Oct. 23	2013	Dayton	a.m.
Nov. 6	2013	Toledo	a.m.
June 4	2014	Dayton	p.m.

0.5 Day	
EPA	3
Sanitarian	3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Ergonomics: Basic Principles

### Who should attend

Individuals interested in a basic understanding of ergonomic principles. No prior knowledge of the topic is required. The primary emphasis will be on ergonomics in a general industry setting

### You will learn:

- o A basic awareness of ergonomic applications in the industrial workplace;
- o Ergonomic risk factors;
- o Basic control measures and design principles as they relate to risk factors;
- o How to sell ergonomics to the whole organization;
- o Regulatory information and applicable ergonomic guidelines.

### After this course, you will be able to:

- o Recall ergonomic guidelines;
- o Evaluate ergonomic risk factors at the workplace;
- o Give examples of control measures to reduce ergonomic risk factors.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Oct. 3	2013	Columbus
March 13	2014	Dayton
April 2	2014	Mansfield
May 6	2014	Cleveland
June 24	2014	Cambridge

1.0 Day	
Sanitarian	6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## Ergonomics: Developing an Effective Process

### Who should attend

Individuals responsible for developing and implementing programs and processes; individuals whose job responsibilities include safety, loss control, workers' compensation; labor and/or management safety, and quality; ergonomics team representatives; individuals interested in effectively preventing workplace musculoskeletal disorders

### You will learn:

- o How to develop and maintain an effective ergonomics process in your organization;
- o Key elements of an effective ergonomics process;
- o How to apply Blueprint for Success, a step-by-step guide for developing and/or enhancing the ergonomics process at your company.

### After this course, you will be able to:

- o List the key elements of an effective ergonomics process;
- o Explain methods to increase commitment and participation from people at all levels within your organization;
- o Describe components of an effective ergonomics team;
- o Develop a written ergonomics process.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Prior to attending this course, BWC recommends you have a basic understanding of ergonomics.

### Instructors: BWC Staff

Feb. 20	2014	Columbus
May 6	2014	Dayton

1.0 Day	
Sanitarian	6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Fall Hazards in Construction and Maintenance

### Who should attend

Individuals involved in the construction industry or anyone with fall protection concerns

### You will learn:

- o About fall protection systems;
- o Application of guardrail, safety nets, and personal fall arrest systems;
- o Functions and duties of a competent person as they apply to fall protection;
- o OSHA Standards (29 CFR 1926, Subpart M) and American National Standards Institute recommendations as they apply to this subject.

### After this course, you will be able to:

- o Recognize fall hazards;
- o Select fall protection systems as referenced in occupational safety health codes;
- o Monitor the effectiveness and appropriate use of fall protection systems.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Portions of this course may be held outside. Plan to wear clothing appropriate for the weather conditions.

### Instructors: BWC Staff

Sept. 17	2013	Dayton
Oct. 17	2013	Columbus
March 12	2014	Youngstown
April 17	2014	Toledo
May 6	2014	Canton
May 20	2014	Columbus

1.0 Day	
EPA	6
Sanitarian	6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## First Aid in the Workplace

### Who should attend

Individuals who need to know how to recognize and provide basic care for injuries and sudden illnesses, including how to use an automated external defibrillator (AED) for victims of sudden cardiac arrest, until advanced medical personnel arrive and take over.

### You will learn:

- o How to prioritize care for life-threatening injuries or sudden illnesses;
- o How to give cardiopulmonary resuscitation, including the use of an AED;
- o How to care for a victim having a breathing emergency;
- o Basic treatments for other injuries.

### After this course, you will be able to:

- o Evaluate a medical emergency until advanced medical personnel arrive;
- o Recognize the signals of a heart attack;
- o Provide first aid to an individual that is injured.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: Public Safety Instructors

Aug. 13	2013	Youngstown
Aug. 22	2013	Toledo
Aug. 28	2013	Canton
Sept. 12	2013	Dayton
Sept. 24	2013	Cincinnati
Oct. 24	2013	Cleveland
Nov. 20	2013	Columbus
Dec. 5	2013	Mansfield
Jan. 22	2014	Cincinnati
Feb. 6	2014	Lima
Feb. 27	2014	Toledo
March 5	2014	Cambridge
March 11	2014	Canton
March 20	2014	Youngstown
March 26	2014	Columbus
April 10	2014	Cincinnati
April 22	2014	Toledo
May 13	2014	Portsmouth
May 22	2014	Cleveland
May 28	2014	Lima
June 12	2014	Cambridge
June 18	2014	Columbus

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Hazard Communication

### Who should attend

Individuals in charge of developing and/or overseeing their company's hazard communication program

### You will learn:

- o Global Harmonization basics;
- o Practical suggestions on how to implement the Hazard Communication Standard for general industry, construction and the public sector;
- o Requirements for a hazard communication program;
- o Proper labeling of containers;
- o Ways to organize, develop and conduct training.

### After this course, you will be able to:

- o Conduct and maintain Inventory;
- o Recognize common SDS terminology;
- o Write/revise a written program;
- o Develop/revise effective training program.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Aug. 1	2013	Columbus
Aug. 14	2013	Portsmouth
Aug. 22	2013	Canton
Aug. 27	2013	Mansfield
Oct. 9	2013	Toledo
Nov. 7	2013	Columbus
Nov. 14	2013	Cleveland
Jan. 29	2014	Columbus
May 15	2014	Cleveland

1.0 Day

EPA 6  
Sanitarian 6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## Hazard Communication Half-day Workshop

### Who should attend

Individuals who need an overview of developing a company's hazard communication program

### You will learn:

- o Global Harmonization basics;
- o Practical suggestions on how to implement the Hazard Communication Standard for general industry, construction and the public sector;
- o Requirements for a hazard communication program;
- o Topics to cover in training;
- o Proper labeling of containers.

### After this course, you will be able to:

- o Determine hazard classification;
- o Interpret a safety data sheet;
- o Explain the training requirements of 29 CFR 1910.1200.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Aug. 20	2013	Dayton	a.m.
Oct. 22	2013	Youngstown	p.m.
Oct. 22	2013	Cambridge	p.m.
Nov. 7	2013	Cincinnati	a.m.
Nov. 19	2013	Dayton	a.m.
April 24	2014	Dayton	a.m.

0.5 Day	
EPA	3
Sanitarian	3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Hazardous Waste Operations and Emergency Response Awareness

### Who should attend

Individuals who are likely to witness or discover a hazardous substance release and who are responsible for initiating the emergency response sequence by notifying the proper authorities

### You will learn:

- o Awareness level training to be able to determine the presence of hazardous substances;
- o How to report a chemical spill to the authorities;
- o How to read the Department of Transportation (DOT) Emergency Response Guidebook;
- o How to assist with site control to prevent unauthorized individuals from entering the spill area.

### After this course, you will be able to:

- o Use the DOT guidebook as a chemical hazard assessment tool;
- o Describe the different roles and responsibilities of a hazardous waste first responder team;
- o Demonstrate competency in 29 CFR 1910.120(q)(6) (i) awareness level training.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** Students attending this course should already have received their company's hazard communication training.

### Instructors: BWC Staff

Sept. 26	2013	Columbus	p.m.
Jan. 30	2014	Youngstown	a.m.
April 30	2014	Columbus	a.m.

0.5 Day	
EPA	3
Sanitarian	3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Hazardous Waste Operations and Emergency Response Operations

### Who should attend

Individuals who will respond to releases or potential releases of hazardous substances as part of the initial response to the site to protect nearby persons, property or the environment from the release

### You will learn:

- o How to recognize the presence and identification of hazardous substances;
- o Methods of risk hazard assessment;
- o Basic hazard control and the need for personal protective equipment;
- o The elements of an emergency response plan.

### After this course, you will be able to:

- o Recognize a chemical emergency;
- o Analyze risk factors associated with chemical emergencies;
- o Select and don appropriate personal protective equipment for a chemical emergency;
- o Demonstrate competency in 29 CFR 1910.120(q)(6) (ii) operations level training.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Participants must complete Hazwoper Awareness course or be certified by their employer that they have sufficient training and experience to objectively demonstrate competency in the areas listed for the awareness level, 29 CFR 1910.120(q)(6)(i).

Employers should only send employees who are medically fit to participate in training activities in accordance with 29 CFR 1910.120(f). Portions of this course are held outside. Plan to wear clothing appropriate for the weather conditions.

**Note:** This class begins at 8 a.m. and ends at 5 p.m.

### Instructors: Environmental Options

April 14-15 2014 Columbus

2.0 Days

EPA 14  
Sanitarian 14

BWC is authorized by IACET to offer 1.4 CEUs for this program.

## Hazardous Waste Operations and Emergency Response Refresher

### Who should attend

Emergency responders who have completed operation level or technician level training. An annual refresher is required to maintain certification

### You will learn:

- o The basic skills and knowledge acquired from previous Hazwoper courses;
- o How to use equipment;
- o Emergency response techniques;
- o Use of various levels of personal protective equipment.

### After this course, you will be able to:

- o Recall the skills and knowledge acquired from previous Hazwoper courses.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

The Hazwoper Refresher course is an annual requirement for those who have become certified at the awareness, operations or technician level. This course is an interactive course with the instructor and students sharing their experiences with other students during a class.

Portions of this course might be held outside. Employers should only send employees who are medically fit to participate in training activities in accordance with 29 CFR 1910.120(f).

**Note:** This course begins at 8 a.m. and ends at 5 p.m.

### Instructors: BWC Staff

Sept. 19	2013	Columbus
Oct. 24	2013	Cincinnati
Feb. 20	2014	Youngstown
March 13	2014	Cincinnati
April 10	2014	Columbus
June 12	2014	Columbus

1.0 Day

EPA 7  
Sanitarian 7

BWC is authorized by IACET to offer 0.7 CEUs for this program.

# Courses

## Hazardous Waste Operations and Emergency Response Technician

### Who should attend

Individuals who respond to releases or potential releases of hazardous substances for the purpose of stopping the releases

### You will learn:

- o Requirements set forth by OSHA standards 29 CFR 1910.120(q) and 29 CFR 1910.132;
- o Components of an emergency response plan;
- o Identification and verification of materials using air-monitoring instruments and field survey techniques;
- o Toxicological terms and behaviors;
- o Advance controls;
- o Containment and/or confinement operations;
- o How to select and decontaminate personal protective equipment.

### After this course, you will be able to:

- o Recognize a chemical emergency;
- o Analyze risk factors associated with chemical emergencies;
- o Select and don appropriate personal protective equipment for a chemical emergency;
- o Plan and set up a decontamination site;
- o Demonstrate competency in 29 CFR 1910.120(q)(6)(iii) technician level training.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Participants must have completed Hazwoper Awareness and Hazwoper Operations course or be certified by their employer that they have sufficient training and experience to demonstrate competency equal to the first responder operations level 29 CFR 1910.120(q)(6)(ii).

Employers should send only employees who are medically fit to participate in training activities in accordance with 29 CFR 1910.120(f). Portions of this course are held outside. Plan to wear clothing appropriate for the weather conditions.

**Note:** This class begins at 8 a.m. and ends at 5 p.m.

### Instructors: Environmental Options

April 16 - 18      2014      Columbus

3.0 Days

EPA                      21  
Sanitarian              21

BWC is authorized by IACET to offer 2.1 CEUs for this program.

## NEW! Hazardous Waste Operations and Emergency Response 40 Hour

### Who should attend

Individuals who respond to releases or potential releases of hazardous substances for the purpose of stopping the release

### You will learn:

- o Regulations and requirements set forth by OSHA, EPA, and other regulatory bodies;
- o Components of an emergency response plan;
- o Identification and verification of materials using instrumentation and field survey techniques;
- o Toxicological terms and behaviors;
- o Elements of the incident command system;
- o Elements of a medical surveillance program;
- o Site specific health and safety plans;
- o Containment and/or confinement operations;
- o How to select, don, doff and decontaminate personal protective equipment.

### After this course, you will be able to:

- o Locate and interpret chemical and toxicological hazards using reference books;
- o Make recommendations for site specific medical surveillance;
- o Identify features and limitations of air monitoring equipment;
- o Select and don appropriate personal protective equipment for a chemical emergency;
- o Plan and set up a decontamination site;
- o Explain the process of an incident debrief, post-incident analysis and critique.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Employers should send only employees who are medically fit to participate in training activities in accordance with 29 CFR 1910.120(f). Portions of this course are held outside. Plan to wear clothing appropriate for the weather conditions.

**Note:** This class begins at 8 a.m. and ends at 5 p.m.

### Instructors: Environmental Options

Oct. 7-11              2013              Columbus

May 5-9                2014              Columbus

5.0 Days

BWC is authorized by IACET to offer 3.5 CEUs for this program.

## How Methamphetamines Affect the Workplace

### Who should attend

Safety and health professionals, human resource managers, sanitation, highway and other industrial employees that come into contact with large amounts of refuse; property managers, utility workers, home repair contractors and other employees that go into residential property; retail managers, agricultural and chemical workers, along with any personnel that sell or work with materials that can be improvised to manufacture methamphetamines; law enforcement, firefighters and other first responders

### You will learn:

- o What methamphetamines are;
- o Effects of methamphetamines;
- o Regional awareness of methamphetamine use and production;
- o Available drug treatment intervention programs;
- o Hazards associated with production;
- o Safety protocols to limit exposure;
- o Best practices for site removal of hazardous waste.

### After this course, you will be able to:

- o Recognize methamphetamine use and production in the workplace;
- o Recognize improvised chemical labs and equipment used for methamphetamine production;
- o Make use of public resources in the event of workplace discovery, use, or production of methamphetamines.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: Dennis Lowe, Attorney General's Office

Nov. 19	2013	Columbus	a.m.
May 22	2014	Portsmouth	p.m.

0.5 Day	
EPA	2
Sanitarian	3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## NEW! How Workplace Temperature Impacts Worker Safety

### Who should attend

Company managers and supervisors, safety and health managers and safety committee members

### You will learn:

- o Signs and symptoms of temperature related illnesses;
- o Types of temperature related illnesses;
- o Methods of prevention.

### After this course, you will be able to:

- o Define temperature related illnesses;
- o Identify risk factors related to the development of temperature related illness;
- o Discuss measures to prevent temperature related illness.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** The focus of this course will be seasonal: cold weather hazards in the fall and winter; and hot weather hazards in the spring and summer.

### Instructors: BWC Staff

Oct. 3	2013	Cleveland	a.m.
May 20	2014	Cleveland	p.m.
May 21	2014	Toledo	a.m.

0.5 Day	
EPA	3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

# Courses

## Industrial Hygiene Calibration and Sampling

### Who should attend

Safety personnel, industrial hygienists, technicians or those with limited experience in industrial hygiene who are interested in measuring potentially hazardous workplace environments

### You will learn:

- o The purpose of sampling;
- o Calibration procedures for high flow pumps, low flow pumps, noise dosimeters and sound level meters;
- o Methods of sampling for gases and vapors, aerosols and noise;
- o Analytical methods and degree of accuracy.

### After this course, you will be able to:

- o Recognize operational limits of sampling and analysis;
- o Recognize laboratory issues and principles of good practice;
- o Describe industrial hygiene sampling instruments;
- o Plan and conduct sampling activities.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

March 18      2014      Columbus

1.0 Day  
EPA            6  
Sanitarian    6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Industrial Ventilation

### Who should attend

Maintenance supervisors, engineers, industrial hygienists and safety management personnel with an advanced industrial hygiene background

### You will learn:

- o Principles of industrial ventilation as a means of controlling hazardous air contaminants;
- o The classification of ventilation systems;
- o The fundamentals of air flow, make-up air, fans and air cleaners;
- o About ventilation system surveys and design;
- o Instrumentation;
- o Applicable standards and recommendations;
- o Practical hands-on application of ventilation evaluation instrumentation.

### After this course, you will be able to:

- o Describe the principles behind the selection and design of industrial ventilation;
- o Measure industrial ventilation system performance;
- o Explain the operational and maintenance principles to sustain long term industrial ventilation system performance;
- o List regulations and standards applicable to industrial ventilation systems.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Students that have a laptop with Microsoft Excel should bring it to class. A CD-ROM set up to calculate every equation in the accompanying Industrial Ventilation workbook will be provided, along with a computer for students without a personal laptop.

Although the course covers ventilation principles, the student should realize the emphasis throughout the class is on calculating individual system components, which contribute to overall ventilation system design. This course should only be taken by individuals that are comfortable working on a personal computer.

### Instructors: Workplace Exposure Solutions LLC

Feb. 25-27    2014      Columbus

3.0 Days  
EPA            6  
Sanitarian    18

BWC is authorized by IACET to offer 1.8 CEUs for this program.

## Industry Safety Elements (OSHA 10)

### Who should attend

Individuals involved in general industry

### You will learn:

- o Effective safety and health evaluation of industry sites;
- o Hazard recognition skills and possible solutions to safety issues;
- o How to use and implement the rules and recommendations of OSHA's 29 CFR part 1910.

### After this course, you will be able to:

- o Recognize risk factors related to general industry work sites;
- o Suggest control measures to mitigate risk factors;
- o Interpret rules for OSHA's 29 CFR part 1910 as it applies to your workplace.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** Upon successful completion of this course, participants will receive a card from OSHA certifying completion of a 10-hour course in general industry safety and health.

### Instructors: BWC Staff

Aug. 14-15	2013	Columbus
Oct. 16-17	2013	Portsmouth
Oct. 29-30	2013	Dayton
Nov. 19-20	2013	Cleveland
Dec. 4-5	2013	Cincinnati
April 1-2	2014	Canton
June 10-11	2014	Youngstown

2.0 Days  
EPA 9

BWC is authorized by IACET to offer 1.2 CEUs for this program.

## Job Safety Analysis Workshop

### Who should attend

Individuals who want to use the Job Safety Analysis (JSA) process to create a safer and more productive work environment

### You will learn:

- o A proactive approach to incident prevention and safety;
- o The purpose and benefits of a JSA;
- o Techniques for performing a JSA;
- o How to implement your safe job procedures;
- o How to manage and maintain your JSA process.

### After this course, you will be able to:

- o Describe the benefits of a JSA;
- o Conduct a simple JSA;
- o Maintain JSA documentation;
- o Interpret results of a JSA.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Students should bring an example of a job from their workplace to work on as an exercise.

### Instructors: BWC Staff

Sept. 26	2013	Mansfield	p.m.
Oct. 29	2013	Columbus	a.m.
Nov. 14	2013	Cincinnati	a.m.
Dec. 10	2013	Cleveland	p.m.
March 11	2014	Lima	p.m.
March 18	2014	Cleveland	a.m.
May 15	2014	Columbus	p.m.
June 5	2014	Toledo	p.m.
June 19	2014	Dayton	a.m.

0.5 Day  
Sanitarian 3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

# Courses

## Laboratory Safety

### Who should attend

Supervisors, maintenance personnel, lab employees, chemistry teachers or anyone involved in or responsible for developing and/or overseeing a laboratory safety program

### You will learn:

- o Fume hood operation;
- o About hazardous chemical storage;
- o Elements of the laboratory standard from OSHA 29 CFR 1910.1450;
- o How to implement the laboratory standard and chemical hygiene plan;
- o Emergency response and accident reporting in the lab.

### After this course, you will be able to:

- o Describe safe procedures in a laboratory environment;
- o Implement a chemical hygiene plan;
- o Evaluate laboratory standard operating procedures;
- o Explain the requirements of 29 CFR 1910.1450.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: Laboratory Safety Training Seminars

Oct. 8	2013	Columbus
June 12	2014	Cincinnati

1.0 Day  
Sanitarian 6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Lockout/Tagout and Safety-related Work Practices

### Who should attend

Safety, loss control and maintenance personnel, plant managers or individuals interested in safety

### You will learn:

- o Principles and procedures of lockout/tagout as presented in OSHA regulation 29 CFR 1910.147;
- o Examples of safety-related work practices;
- o Guidelines and practical approaches to safety-related work practices.

### After this course, you will be able to:

- o Explain the purpose of OSHA regulation 29 CFR 1910.147;
- o Interpret requirements of OSHA regulation 29 CFR 1910.147;
- o Recognize energized devices;
- o Plan to implement and/or review an energy control procedure.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 17	2013	Cleveland	p.m.
Oct. 10	2013	Dayton	a.m.
Nov. 19	2013	Columbus	a.m.
Feb. 27	2014	Cleveland	a.m.
March 6	2014	Dayton	a.m.
March 18	2014	Cincinnati	a.m.
April 3	2014	Columbus	a.m.
May 6	2014	Mansfield	a.m.
May 28	2014	Youngstown	a.m.

0.5 Day  
EPA 3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Machine Guarding Basics

### Who should attend

Individuals responsible for the safeguarding of machinery in an industrial setting

### You will learn:

- o Principles and basics of general machine guarding as required by 29 CFR 1910 Subpart O;
- o Recommendations from American National Standards Institute;
- o The various types and applications of machine guarding methods;
- o Guidelines and practical approaches to safety-related work practices.

### After this course, you will be able to:

- o Explain and interpret 29 CFR 1910 Subpart O;
- o Recognize both properly guarded and unsafely guarded devices.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 17	2013	Cleveland	a.m.
Oct. 10	2013	Dayton	p.m.
Oct. 23	2013	Columbus	a.m.
March 6	2014	Dayton	p.m.
March 18	2014	Cincinnati	p.m.
April 8	2014	Toledo	a.m.
April 9	2014	Lima	a.m.

0.5 Day

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Measuring Safety Performance

### Who should attend

Company owners, executive staff, labor leaders, managers, supervisors, safety and health managers and individuals with direct organizational responsibility for safety performance

### You will learn:

- o A sound foundation for developing or improving safety performance measuring systems;
- o Strategies and techniques for measuring safety performance, emphasizing process measures, accountability, systematic monitoring and goal-setting strategies;
- o An understanding of how you can proactively use measurement systems to guide future performance;
- o Key elements of contemporary safety measurement tools.

### After this course, you will be able to:

- o Describe different techniques for measuring safety performance;
- o Use measurement systems to guide future performance.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Individuals with a solid understanding of contemporary safety management concepts and systems will derive greater benefits from this class than novices.

### Instructors: BWC Staff

Oct. 8	2013	Columbus
May 29	2014	Columbus

1.0 Day  
Sanitarian 6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## Mechanical Power Press

### Who should attend

Individuals concerned with the safe operation of mechanical power presses

### You will learn:

- o Safe operation of full-revolution and part-revolution presses;
- o Point-of-operation guarding;
- o Brake monitoring;
- o Control reliability;
- o Die setting;
- o Electrical systems;
- o About inspection, maintenance and training requirements;
- o Safety codes and standards (OSHA, State and American National Standards Institute);
- o About industrial hygiene and ergonomics as they pertain to power presses.

### After this course, you will be able to:

- o Describe safety codes and standards related to power presses;
- o Interpret inspection, maintenance and training requirements of a power press.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Each participant needs to provide his/her own safety glasses.

### Instructors: BWC Staff

April 22      2014      Columbus

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Mold and Other Indoor Air Quality Concerns

### Who should attend

Facility managers, building owners, maintenance supervisors, plant engineers, safety and health professionals and architects

### You will learn:

- o The potential sources of indoor air quality (IAQ) problems and potential health effects;
- o Moisture and its effects on buildings;
- o Potential sources of moisture in a building;
- o Scientific findings on mold's health effects;
- o Basic heating, ventilation and air conditioning systems as they relate to IAQ;
- o Practical hands-on applications of IAQ recognition, evaluation and control techniques;
- o How to develop an effective IAQ program.

### After this course, you will be able to:

- o Recognize what causes mold in a building;
- o Explain the impact mold can have on the health of humans and buildings;
- o Apply techniques to maintain good indoor air quality;
- o Summarize legislative strategies to prevent and/or mitigate mold-related issues;
- o List potential sources of poor indoor air quality.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 19      2013      Cleveland

1.0 Day

EPA            6  
Sanitarian    TBD

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## NFPA 70E and You: Insight and Implementation

### Who should attend

Contractors, maintenance workers and others who work in or around electricity

### You will learn:

- o An overview of hazards of electricity;
- o Standards and requirements of NFPA 70E;
- o How to analyze flash hazards;
- o How to protect against flash hazards;
- o How to plan safe work practices;
- o How to select personal protective equipment.

### After this course, you will be able to:

- o Explain workplace hazards involving electricity;
- o List requirements of NFPA 70E;
- o Evaluate work practices and suggest safety measures to reduce risk.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: ES Squared

Aug. 22	2013	Lima
Sept. 19	2013	Columbus
Nov. 7	2013	Canton
Feb. 13	2014	Cincinnati
April 3	2014	Toledo
April 29	2014	Cleveland
May 21	2014	Columbus

1.0 Day  
EPA 6  
Sanitarian 5.25

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Noise and Hearing Conservation

### Who should attend

Safety professionals, industrial hygienists, occupational health nurses, plant engineers and others responsible for in-plant occupational safety and health

### You will learn:

- o How to anticipate, recognize, evaluate and control industrial noise;
- o How to develop a hearing conservation program for the purpose of reducing employee hearing loss and for OSHA compliance;
- o How to measure noise using noise dosimeters and sound level meters;
- o How to determine the correct type of hearing protection to use.

### After this course, you will be able to:

- o Interpret different types of industrial noise;
- o Compute basic formulas used in sound level surveys;
- o Describe the elements of a hearing conservation program;
- o Analyze noise reports;
- o Explain the different parts of the hearing conservation program.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Attendees must bring a scientific calculator with memory, square root and logarithmic functions for classroom activities.

### Instructors: BWC Staff

Dec. 11 2013 Columbus

1.0 Day  
Sanitarian 6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## Nonviolent Strategies for Caregivers and Other Staff Working Directly with the Public

### Who should attend

Staff in nursing homes, mental health facilities, long-term residential facilities and other customer contact industries that work directly with the public and may possibly encounter belligerent patients/residents/customers

### You will learn:

- o How to recognize danger signs;
- o De-escalation skills;
- o Posturing and non-verbal tactics;
- o Practical defensive tactics;
- o Hands-on exercises.

### After this course, you will be able to:

- o Recognize potential violent situations;
- o Diffuse a potential violent situation before it occurs;
- o Make use of defensive tactics when dealing with a violent patient/resident/customer.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Exercises may involve physical contact. Wear comfortable clothing.

### Instructors: North Coast Polytechnic Institute

Aug.19	2013	Cincinnati
Oct. 9	2013	Columbus
Nov. 6	2013	Youngstown
March 4	2014	Cleveland
May 13	2014	Columbus

1.0 Day	
BENHA	6
Sanitarian	6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## OSHA Recordkeeping

### Who should attend

Individuals responsible for OSHA recordkeeping within a company with more than 10 employees

### You will learn:

- o OSHA recordkeeping requirements for workplace injuries and illnesses;
- o Correct use of the required OSHA recordkeeping forms;
- o Guidelines for recordable and non-recordable workplace injuries and interpretations;
- o A review of OSHA standards that require and imply employer recordkeeping.

### After this course, you will be able to:

- o Explain regulation 1904 scope and responsibilities;
- o List important contacts;
- o Properly fill out OSHA forms, including: 300, 300A and 301;
- o Calculate injury and incidence rates;
- o Identify a recordable event, a reportable event and special cases that need attention.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 11	2013	Columbus
Sept. 12	2013	Cleveland
Sept. 18	2013	Youngstown
Sept. 25	2013	Toledo
Nov. 19	2013	Lima
Dec. 10	2013	Portsmouth
Jan. 14	2014	Cleveland
Jan. 23	2014	Columbus
March 5	2014	Youngstown
June 11	2014	Mansfield
June 12	2014	Cleveland
June 24	2014	Columbus

1.0 Day	
Sanitarian	6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## OSHA Recordkeeping Half-day Workshop

### Who should attend

Employers and employees who need some basic awareness of safety and health issues, and newly appointed safety directors or safety committee members who have limited exposure to injury prevention

### You will learn:

- o OSHA recordkeeping requirements for workplace injuries and illnesses;
- o The correct use of the required OSHA recordkeeping forms.

### After this course, you will be able to:

- o Explain regulation 1904 scope and responsibilities;
- o Properly fill out OSHA forms, including: 300, 300A and 301.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 19	2013	Canton	a.m.
Sept. 19	2013	Dayton	p.m.
Oct. 22	2013	Cambridge	a.m.
Nov. 14	2013	Cincinnati	p.m.
Dec. 5	2013	Dayton	p.m.
Jan. 22	2014	Dayton	a.m.
May 8	2014	Cincinnati	a.m.
June 12	2014	Canton	a.m.

0.5 Day

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Personal Protective Equipment Selection Criteria

### Who should attend

Individuals responsible for hazard assessment of the workplace and the selection of required personal protective equipment (PPE) for eyes, face, head, feet and hands

### You will learn:

- o Workplace assessment to determine if PPE is needed;
- o Criteria for selecting appropriate PPE;
- o Proper use, care and maintenance of PPE;
- o Training requirements;
- o About documentation needed for compliance with OSHA regulations.

### After this course, you will be able to:

- o Explain and interpret 29 CFR 1910.132;
- o Recommend appropriate PPE for a job task.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** This course does not cover respiratory protection, hearing conservation programs, electrical protection, bloodborne pathogens or ergonomic concerns.

### Instructors: BWC Staff

Aug. 20	2013	Dayton	p.m.
Dec. 10	2013	Columbus	a.m.
March 18	2014	Cleveland	p.m.
April 8	2014	Toledo	p.m.
April 24	2014	Dayton	p.m.
May 6	2014	Mansfield	p.m.
May 15	2014	Columbus	a.m.
May 29	2014	Canton	a.m.

0.5 Day

EPA	3
Sanitarian	3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

# Courses

## Powered Industrial Trucks: Developing a Training Program

### Who should attend

Individuals charged with the responsibility for training lift truck operator safety

### You will learn:

- o How to develop a training program customized to the needs of your organization;
- o About information and resources for creating or improving a powered industrial truck operator training program;
- o How to write an outline for the classroom portion of your organization's forklift training.

### After this course, you will be able to:

- o Explain and interpret 29 CFR 1910.178;
- o Develop an outline of a powered industrial truck training program.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Participants should bring a copy of the operator's manual specific to their powered industrial trucks. Additional material concerning specific loads, attachments and/or special or unique hazards within your facility may be helpful. This material will assist you in the development of your site-specific training program and will further assist you in meeting the requirements for successful completion of the course.

### Instructors: BWC Staff

July 30	2013	Canton
Oct. 17	2013	Cincinnati
Oct. 31	2013	Columbus
April 24	2014	Mansfield
June 17	2014	Cleveland

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Powered Industrial Trucks: Developing a Training Program Half-day Workshop

### Who should attend

Employers and employees who need some basic awareness of safety and health issues, newly appointed safety directors or safety committee members that have limited exposure to injury prevention

### You will learn:

- o How to develop a customized powered industrial truck training program;
- o Resources for creating or improving your powered industrial truck training program.

### After this course, you will be able to:

- o Explain and interpret 29 CFR 1910.178;
- o Develop an outline of a powered industrial truck training program.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Feb. 26	2014	Dayton	a.m.
March 6	2014	Canton	a.m.
May 15	2014	Dayton	a.m.
May 28	2014	Youngstown	p.m.

0.5 Day

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Quantifying Ergonomic Risk Factors

### Who should attend

Maintenance supervisors, design engineers, industrial hygienists, safety management personnel, plant engineers, and others responsible for in-plant occupational safety and health and production

### You will learn:

- o The scientific basis for ergonomic assessment tools, and sources for those tools;
- o The intended application for various ergonomic assessment tools: types of tasks to analyze; parts of body; types of risk factors; and, outcomes and results;
- o How to apply the ergonomic assessment methods, through a review of their application to case study examples;
- o How to utilize various ergonomic assessment methods, through the use and evaluation of class work station examples.

### After this course, you will be able to:

- o Locate methods available to identify the different types of risk factors associated with ergonomic hazards;
- o Identify the appropriate method for quantifying ergonomic risk factors, associated with the task;
- o Utilize a variety of ergonomic risk factor assessment tools.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

We have combined the manual for Quantifying Ergonomic Risk Factors and Understanding and Identifying Ergonomic Risk Factors into one manual. *We will provide no additional materials.* Please consider bringing photos or short video clips of work tasks performed at your facility, if you would like to assess these tasks during your class activities. Also bring relevant data associated with the task (e.g. frequency, production rate, weight of parts, force exerted, etc.). Please bring your photos and video clips on a CD.

### Instructors: BWC Staff

May 20      2014      Cincinnati      a.m.

0.5 Day

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## NEW! Residential Fall Protection Workshop

### Who should attend

Individuals involved in residential construction

### You will learn:

- o Why was compliance directive STD 03-00-001 rescinded;
- o The requirements of implementing a site specific fall protection plan;
- o Fall protection and fall arrest system requirements;
- o The training requirements for the use of fall protection systems;
- o Basics about BWC safety grants for equipment available to help prevent falls.

### After this course, you will be able to:

- o Describe OSHA enforcement trends for residential construction as it pertains to fall protection;
- o Recognize residential fall hazards at the work site;
- o Provide solutions to mitigate fall protection hazards at the work site;
- o Name resources that are available to help an employer with their fall protection duties.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** OSHA recently made changes to residential roofing regulations that requires employers to use fall protection to protect their employees. Under 29 CFR 1926.501(b)(13), workers engaged in residential construction 6 feet or more above lower levels must be protected by conventional fall protection (i.e., guardrail systems, safety net systems, or personal fall arrest systems) or alternative fall protection measures allowed under 29 CFR 1926.501(b) for particular types of work. Due to feasibility issues with proper anchor points on wood framed structures, OSHA allowed employers to comply with Subpart M by implementing alternative fall protection and procedures known as compliance directive STD 03-00-001.

### Instructors: BWC Staff

March 17      2014      Canton      a.m.

0.5 Day

EPA      3  
Sanitarian      TBD

BWC is authorized by IACET to offer 0.3 CEUs for this program.

# Courses

## Respirator Fit Testing

### Who should attend

Administrators of fit-testing programs, safety and health professionals, safety coordinators responsible for establishing respirator programs and safety personnel involved in the selection of respirators to ensure proper fit

### You will learn:

- o Fit-testing requirements and procedures in OSHA regulations, National Institute for Occupational Safety and Health references and American National Standards Institute standards;
- o Analysis and interpretation of fit-testing results;
- o Quantitative and qualitative fit tests;
- o Comprehensive review of protection factors and fit factors;
- o Current fit-testing procedures, including test media, instrumentation and equipment operations, maintenance and troubleshooting;
- o Cost of respirator programs, cost of fit testing and Ohio resources that can provide fit testing.

### After this course, you will be able to:

- o Explain and interpret 29 CFR 1910.134 appendix A;
- o Describe in detail various different fit test media and equipment;
- o Select an appropriate fit testing procedure for a worksite.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Prior to attending this course, BWC strongly recommends you take the Respiratory Protection course.

**Note:** This course ends at approximately 12:30 p.m. on the third day.

### Instructors: TBD

Aug. 19 - 21 2013 Columbus  
April 1-3 2014 Columbus

2.5 Days  
EPA 15  
Sanitarian 15

BWC is authorized by IACET to offer 1.5 CEUs for this program.

## Respirators: Do we need them?

### Who should attend

Individuals responsible for or assisting with the health and safety activities at their facilities

### You will learn:

- o An overview of the OSHA respirator standard;
- o A basic overview of respiratory protection;
- o How to determine the need for respirators through a hazard assessment;
- o The steps needed to develop a respirator program if respirators are issued to employees.

### After this course, you will be able to:

- o Conduct a hazard assessment of your facility to determine if respirators are needed;
- o Properly select respirators based on their need;
- o Navigate the OSHA respirator standard to address specific respirator issues;
- o Develop and manage a written respirator program, if needed.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Nov. 19 2013 Dayton p.m.  
May 29 2014 Canton p.m.

0.5 Day  
EPA 3  
Sanitarian 3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Respiratory Protection

### Who should attend

This is a basic respiratory protection course designed for program administrators, supervisors, safety and health professionals and employees using respirators

### You will learn:

- o Criteria for establishing, maintaining and monitoring a respiratory protection program;
- o Terminology;
- o Proper selection;
- o Inspection;
- o Use;
- o Maintenance;
- o Recordkeeping.

### After this course, you will be able to:

- o Explain and interpret 29 CFR 1910.134;
- o List criteria for establishing a respiratory protection program;
- o Review workplace respiratory protection program procedures for compliance.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

June 3-4      2014      Columbus

2.0 Days

EPA            12

BWC is authorized by IACET to offer 1.2 CEUs for this program.

## Restaurant and Food Service Safety Workshop

### Who should attend

Individuals responsible for developing or managing a safety program in a restaurant or food service operation. This includes restaurant owners/operators, employees responsible for front of the house and back of the house operations (chefs, sous-chef, prep staff, servers), loss control professionals and administrators

### You will learn:

- o The benefits of an effective safety and health program in the hospitality and food service industries;
- o Ergonomic risk factors and control measures dealing with manual lifting, receiving and storage and repetitive work;
- o Kitchen equipment safety, including knives, grills, fryers, open-flame broilers, slicers, etc.;
- o Hazard evaluation and elimination for walking and working surfaces;
- o Chemical safety including storage, handling and labeling.

### After this course, you will be able to:

- o Recognize risk factors related to the hospitality industry;
- o Suggest control measures to mitigate risk factors;
- o Explain basic safety requirements of a hospitality industry, which are enforced by OSHA;
- o Review workplace safety and health procedures/program for compliance.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** This course does not address food safety.

### Instructors: BWC Staff

March 13      2014      Canton            a.m.  
June 26      2014      Mansfield       p.m.

0.5 Day  
Sanitarian    3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

# Courses

## Safety and Ergonomics for Extended-care Facilities

### Who should attend

Those working in extended-care or developmental disability facilities, including administrators, directors, department heads, safety committee members and consultants

### You will learn:

- o The elements of an effective safety and health process, focusing on management support, employee involvement, and the recognition, evaluation and control of workplace hazards;
- o Strategies and tools for developing/enhancing your organization's safety and ergonomics management systems and reducing workplace accidents;
- o OSHA compliance issues relevant to extended-care facilities and resources for ensuring effective implementation;
- o Strategies and techniques for implementing ergonomic control measures to reduce strain and sprain injuries;
- o About resources for ongoing assistance and support.

### After this course, you will be able to:

- o Explain the elements of an effective safety and health process;
- o Develop strategies to manage occupational safety and health in extended-care facilities;
- o Develop control measures for reducing occupational injuries and illnesses.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

**Note:** This course does not provide training in lifting residents.

### Instructors: BWC Staff

Sept. 5	2013	Cleveland
Sept. 10	2013	Mansfield
Nov. 7	2013	Columbus
June 5	2014	Cincinnati

1.0 Day  
BENHA 6

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Safety for the Non-safety Professional

### Who should attend

Individuals whose job responsibilities require them to handle safety, loss control, OSHA compliance or workers' compensation who are new to the safety field including: new business owners, labor and/or management safety committee representatives

### You will learn:

- o General OSHA and workers' compensation responsibilities and requirements;
- o The principles for developing and maintaining an effective safety and health program in your workplace, including leadership commitment, employee involvement and hazard recognition;
- o Compliance requirements for major program areas, with additional resources listed for each area;
- o Resources to further knowledge and navigate safety and workers' compensation questions and concerns.

### After this course, you will be able to:

- o Recognize the many hazards in the workplace;
- o Develop a workplace safety and health program.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Feb. 11	2014	Canton
Feb. 25	2014	Cambridge
June 11	2014	Cambridge
June 19	2014	Canton

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Safety Fundamentals Examination (ASP) Review

### Who should attend

Safety professionals who have been acknowledged by the Board of Certified Safety Professionals (BCSP) as eligible to take the ASP exam. Please contact the BCSP for details at [www.bcsp.org](http://www.bcsp.org) or 217-359-9263.

### You will learn:

- o An overview of the safety fundamentals and comprehensive practice examinations, along with their respective examination blueprints;
- o Sample items typical of the respective examinations with solutions and explanations;
- o An explanation of how to prepare for BCSP examinations, including descriptions of computer-delivered examinations and the procedures used at the testing centers.

### After this course, you will be able to:

- o Effectively prepare for the safety fundamentals examination;
- o Solve sample test questions;
- o Account for principles behind test questions.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Working knowledge of a scientific calculator

### Instructors: TBD

Sept. 10-12	2013	Cincinnati
March 4-6	2014	Columbus

3.0 Days  
Sanitarian 18

BWC is authorized by IACET to offer 1.8 CEUs for this program.

## Safety Series for Industry Workshop Module 1

### Who should attend

Management and leadership positions responsible for safety

Employers and employees who need basic awareness of safety and health issues, newly appointed safety directors or safety committee members who have limited exposure to injury-prevention strategies or safety requirements; or employers who need a refresher on a safety or health topic

### You will learn:

- o How to develop a safety culture;
- o An introduction to OSHA standards;
- o General safety and health provisions;
- o OSHA general duty and multi-employer clauses;
- o About safety and health programs;
- o Required training and documentation required by law.

### After this course, you will be able to:

- o Explain basic concepts of a safety culture and how to address a negative culture;
- o Navigate OSHA's webpage and safety and health resources;
- o Identify required training requirements as required by OSHA.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Aug. 12 2013 Canton p.m.

0.5 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Courses

## Safety Series for Industry Workshop Module 2

### Who should attend

Employers and employees who need basic awareness of safety and health issues, newly appointed safety directors or safety committee members who have limited exposure to injury-prevention strategies or safety requirements; or employers who need a refresher on a safety or health topic

### You will learn:

- o Ergonomics;
- o Accident investigation;
- o Hazard assessment;
- o Safety audits.

### After this course, you will be able to:

- o Explain why ergonomics are important in the workplace;
- o Apply analytical techniques during an accident investigation;
- o Recognize workplace risk factors;
- o Suggest effective control measures.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Oct. 7            2013            Canton            p.m.

0.5 Day

BWC is authorized by IACET to offer  
0.6 CEUs for this program.

## Safety Series for Industry Workshop Module 3

### Who should attend

Employers and employees who need basic awareness of safety and health issues, newly appointed safety directors or safety committee members who have limited exposure to injury-prevention strategies or safety requirements; or employers who need a refresher on a safety or health topic

### You will learn:

- o Bloodborne pathogens;
- o Hazard communication;
- o Personal protective equipment;
- o Hearing conservation;
- o Respirator requirements.

### After this course, you will be able to:

- o Describe different bloodborne pathogen exposure methods;
- o Interpret safety data sheets;
- o List different types of personal protective equipment and their limitations;
- o Identify required training requirements enforced by OSHA for the covered topics.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Dec. 9            2013            Canton            p.m.

0.5 Day

EPA            3  
Sanitarian    TBD

BWC is authorized by IACET to offer  
0.6 CEUs for this program.

## Safety Series for Industry Workshop Module 4

### Who should attend

Employers and employees who need basic awareness of safety and health issues, newly appointed safety directors or safety committee members who have limited exposure to injury-prevention strategies or safety requirements; or employers who need a refresher on a safety or health topic

### You will learn:

- o Emergency and fire safety plans;
- o How to store and handle flammable liquids;
- o Walking working surfaces.

### After this course, you will be able to:

- o Interpret 29 CFR 1910.38 and other applicable regulations;
- o Describe proper storage of flammable materials;
- o Identify safety requirements of a workplace walking surface and prevention methods.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

March 6      2014      Canton      p.m.

0.5 Day  
EPA            3  
Sanitarian    TBD

BWC is authorized by IACET to offer  
0.6 CEUs for this program.

## Safety Series for Industry Workshop Module 5

### Who should attend

Employers and employees who need basic awareness of safety and health issues, newly appointed safety directors or safety committee members who have limited exposure to injury-prevention strategies or safety requirements; or employers who need a refresher on a safety or health topic

### You will learn:

- o Electrical safety;
- o Electrical safety-related work practices;
- o Lockout/tagout.

### After this course, you will be able to:

- o Recognize electrical hazards;
- o List prevention techniques of electrical hazards;
- o Explain purpose of OSHA regulation 29 CFR 1910.147;
- o Obtain a basic understanding of lockout/tagout programs.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

April 28      2014      Canton      p.m.

0.5 Day  
EPA            3  
Sanitarian    TBD

BWC is authorized by IACET to offer  
0.6 CEUs for this program.

# Courses

## Safety Series for Industry Workshop Module 6

### Who should attend

Employers and employees who need basic awareness of safety and health issues, newly appointed safety directors or safety committee members who have limited exposure to injury-prevention strategies or safety requirements; or employers who need a refresher on a safety or health topic

### You will learn:

- o Material handling equipment, aerial lifts, and PIT training requirements;
- o General information about cranes and slings;
- o General machine guarding concepts.

### After this course, you will be able to:

- o Explain the basics of a powered industrial truck program;
- o Recognize improper use of cranes and slings;
- o Suggest control measures to mitigate risk factors;
- o Recognize both properly guarded and unsafely guarded devices.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

June 9      2014      Canton      p.m.

0.5 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Scaffolding Safety

### Who should attend

Individuals concerned with scaffolding safety

### You will learn:

- o The essentials of safe scaffolding operations;
- o Proper installation and usage of scaffolding;
- o Safe techniques for dismantling various types of scaffolds;
- o Specific safety requirements for particular types of scaffolds;
- o Applicable federal and local safety standards both current and proposed.

### After this course, you will be able to:

- o Explain and interpret 29 CFR 1926 Subpart L;
- o Install a scaffold;
- o Dismantle a scaffold.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Portions of this course are held outside. Plan to wear clothing appropriate for the weather conditions.

### Instructors: RiskControl360°

Sept. 30 - Oct. 1      2013      Columbus  
May 13-14      2014      Cincinnati

2.0 Days  
Sanitarian      12

BWC is authorized by IACET to offer 1.2 CEUs for this program.

## Temporary Traffic Management

### Who should attend

Construction employers, municipalities, counties and public entities whose service workers need to block roads and control traffic

### You will learn:

- o Safety hazards in traffic work zones;
- o Private vehicular traffic;
- o About job site mobile equipment;
- o Standards and requirements for safe work zones.

### After this course, you will be able to:

- o List safety hazards in a traffic work zone;
- o Suggest control measures to mitigate risk factors.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: Shafer Safety Solutions

Dec. 10	2013	Columbus	p.m.
April 15	2014	Cleveland	a.m.
May 15	2014	Dayton	p.m.

0.5 Day  
Sanitarian 3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Train the Trainer

### Who should attend

Individuals who are or will be involved in training employees on safety and health processes in their company

### You will learn:

- o How to determine when training is needed;
- o Basic skills for planning, conducting and evaluating effective safety and health training;
- o Characteristics of adult learners;
- o Teaching techniques that promote audience participation;
- o How to create interesting and educational audio-visual materials;
- o Tips on improving your presentation skills.

### After this course, you will be able to:

- o Conduct a basic needs assessment;
- o Write an instructional statement and desired learning outcomes;
- o Plan training based on desired outcomes and expected student achievement;
- o Describe characteristics of different learning types;
- o Create clear, concise and meaningful audio-visual aids for a training event;
- o Conduct a short training session.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Working within a group, students will be required to present a 15-minute (safety) training event on the topic of their choice.

**Note:** This course ends at approximately 12:30 p.m. on the second day.

### Instructors: BWC Staff

Sept. 17-18	2013	Cincinnati
Oct. 16-17	2013	Canton
Oct. 30-31	2013	Toledo
Nov. 20-21	2013	Columbus
April 23-24	2014	Columbus

1.5 Days

BWC is authorized by IACET to offer 0.9 CEUs for this program.

# Courses

## Train the Trainer One-day Workshop

### Who should attend

Individuals who need an overview on training employees on safety and health processes in their company

### You will learn:

- o How to determine when training is needed;
- o Basic skills for planning, conducting and evaluating effective safety and health training;
- o Characteristics of adult learners;
- o Teaching techniques that promote audience participation;
- o How to create interesting and educational audio-visual materials;
- o Tips on improving your presentation skills.

### After this course, you will be able to:

- o Conduct a basic needs assessment;
- o Describe characteristics of different learning types;
- o Select appropriate teaching techniques;
- o Differentiate clear, concise and meaningful audio-visual aids from those that are not.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

June 25      2014      Dayton

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Transitional Return-to-Work

### Who should attend

This class is for individuals who are interested in controlling workers' compensation costs through better return-to-work practices. This may include, but is not limited to any employee who is responsible for the management of workers' compensation for their company. Some examples may be employees from human resources, payroll and benefits, workers' compensation administration, loss control, safety and OSHA compliance.

### You will learn:

- o The financial and other benefits of a transitional return-to-work (TRTW) program;
- o How to build relationships with the medical community;
- o Basics of accident investigation;
- o Recognize the elements of case management;
- o Strategy for dealing with restrictions and modified duty assignments.

### After this course, you will be able to:

- o Identify what program components your company needs for a successful TRTW program;
- o List what forms are appropriate to use and why;
- o Develop a Modified Duties List;
- o Discuss why an accident analysis program is necessary and how to implement it;
- o Explain what case management strategies would allow you to better manage BWC claims.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Sept. 10      2013      Portsmouth  
March 12      2014      Portsmouth

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

## Trenching and Excavation

### Who should attend

Individual workers concerned with hazards involving trenches and excavations, competent persons and safety officers

### You will learn:

- o Safety techniques and methods for trenching and excavation;
- o Proper trenching and excavation design;
- o About selection of protective systems for the worker;
- o The decision-making process;
- o Field application related to the OSHA regulation on trenching and excavation safety.

### After this course, you will be able to:

- o Explain and interpret 29 CFR 1926 Subpart P;
- o Describe a competent person;
- o Identify risk factors related to trenching and excavation sites;
- o Suggest control measures to mitigate risk factors.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Portions of this course are held outside. Plan to wear clothing appropriate for the weather conditions.

### Instructors: National Excavation & Safety Training Institute

Oct. 8-9	2013	Cincinnati
Nov. 4-5	2013	Columbus
March 4-5	2014	Toledo
April 1-2	2014	Cleveland
June 3-4	2014	Canton

2.0 Days  
EPA 18

BWC is authorized by IACET to offer 1.8 CEUs for this program.

## Understanding and Identifying Ergonomic Risk Factors

### Who should attend

Maintenance supervisors, design engineers, industrial hygienists, safety management personnel, plant engineers and others responsible for in-plant occupational safety and health and production

### You will learn:

- o The seven major groups of ergonomic risk factors, and how to identify and assess them;
- o Overview of the anatomical and physiological principles associated with WMSDs (work-related musculoskeletal disorders);
- o How to analyze work tasks and practice identifying ergonomic risk factors;
- o How to locate and choose appropriate ergonomic assessment tools for analyzing work task.

### After this course, you will be able to:

- o Recognize and identify the various types of risk factors associated with ergonomic hazards;
- o Recognize the anatomical and physiological basis for the ergonomic risk factors;
- o Identify ergonomic risk factors in work situations;
- o Access resources for ergo risk factor evaluation;
- o Choose appropriate tools/methods for ergonomic assessments.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Special requirements

Understanding and Identifying Ergonomic Risk Factors is a prerequisite course to Quantifying Ergonomic Risk Factors. We have combined the manual for this two part series into one manual. *We will provide no additional materials.* Please consider bringing photos or short video clips of work tasks performed at your facility, if you would like to assess these tasks during your class activities. Also bring relevant data associated with the task (e.g. frequency, production rate, weight of parts, force exerted, etc.). Please bring your photos and video clips on a CD.

### Instructors: BWC Staff

April 15 2014 Cincinnati a.m.

0.5 Day

BWC is authorized by IACET to offer 0.3 CEUs for this program.

# Courses

## Violence in the Workplace

### Who should attend

Employers and employees interested in identifying the potential for and prevention of workplace violence

### You will learn:

- o Statistics to support the fact that violence is the leading cause of fatal injuries in the workplace;
- o Types of workplace violence, including assaults, robberies, harassment, intimidation, threats of harm, sabotage and spillover from domestic violence;
- o Causes of workplace violence and early warning signs;
- o Prevention strategies;
- o Elements of a violence in the workplace plan.

### After this course, you will be able to:

- o List and give examples of the different types of workplace violence;
- o Identify risk factors related to violence in the workplace;
- o Suggest control measures to mitigate risk factors.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Oct. 23	2013	Dayton	p.m.
Nov. 6	2013	Toledo	p.m.
Feb. 27	2014	Columbus	a.m.
March 13	2014	Canton	p.m.
April 9	2014	Lima	p.m.
June 4	2014	Dayton	a.m.
June 11	2014	Portsmouth	a.m.
June 26	2014	Mansfield	a.m.

0.5 Day  
Sanitarian 3

BWC is authorized by IACET to offer 0.3 CEUs for this program.

## Wellness in the Workplace Workshop

### Who should attend

Individuals concerned with developing and implementing wellness in the workplace

### You will learn:

- o Basic tools and strategies for creating or improving wellness in the workplace;
- o Benefits for employees and employers;
- o Return-on-investment information for getting top management support;
- o Possible elements of a wellness program;
- o Resources for promoting wellness.

### After this course, you will be able to:

- o Discuss the extent of the national health and wellness problem and how this affects the operating costs of a company;
- o List and describe different program incentives that can promote wellness;
- o Name public organizations and other resources that can help a company get started initiating a wellness program.

### How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

### Instructors: BWC Staff

Jan. 30	2014	Dayton	p.m.
April 3	2014	Cincinnati	a.m.
May 20	2014	Cleveland	a.m.
June 3	2014	Columbus	a.m.

0.5 Day

BWC is authorized by IACET to offer 0.3 CEUs for this program.

# What You Should Know About Combustible Dust (Awareness Level)

## Who should attend

Maintenance supervisors, design engineers, industrial hygienists, safety management personnel, plant engineers, and others responsible for in-plant occupational safety and health

## You will learn:

- o Worksite practices, activities and working conditions known to contribute to industrial dust explosions in the workplace;
- o Overview of the safety practices, standards and guidelines used to reduce the potential for a combustible dust explosion;
- o Strategies to reduce the severity of a combustible dust explosion if one does occur;
- o Strategies on how to implement combustible dust safety into an integrated safety plan;
- o How to conduct a facility assessment.

## After this course, you will be able to:

- o Explain OSHA's National Emphasis program on combustible dust and the consensus standards for targeted industries;
- o Recognize hazards associated with combustible dust;
- o Describe control and mitigation methods of potential combustible dust work areas;
- o Plan worksite dust control and implement housekeeping measures into a functional safety program.

## How you will be assessed

- o Satisfactory participation during instructor-led and student-centered exercises
- o And/or an end of course test using provided materials

## Special requirements

Please bring in your company's dust and collection design system information.

## Instructors: BWC Staff

Sept. 5	2013	Cincinnati
Nov. 5	2013	Canton
Dec. 5	2013	Toledo
May 22	2014	Mansfield

1.0 Day

BWC is authorized by IACET to offer 0.6 CEUs for this program.

# Library services

All you have to do is ask

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Get answers quickly to your workplace safety and health questions at the BWC libraries. Our library services are available to all Ohio employers and employees at no additional cost. You can borrow videos for employee training or receive the latest information related to safety and health, workers' compensation and rehabilitation. Save time and money.

## **BWC is your partner in workplace safety and health**

With two central Ohio locations, our libraries offer you access to information, training materials and experienced staff members who will help you with your workplace safety and health activities. You can phone, fax or email your requests for a quick response.

## **Information that counts**

BWC's libraries offer free information services on workplace safety and health, workers' compensation and rehabilitation. Our experienced and knowledgeable librarians provide personalized, objective research services and in-depth answers. We can find the most current regulations, standards and codes that apply to your workplace. We can also point you to valuable sources of information on the Web. Our collection of books, magazines and newsletters range from peer-reviewed scholarly research to practical tips on OSHA compliance. The BWC book collection is also available to you to borrow.

How to reach BWC's Division of Safety & Hygiene (DSH) libraries

### **Central library**

30 W. Spring St., third floor  
Columbus OH, 43215  
1-800-OHIOBWC  
614-466-7388  
Fax: 614-365-4980  
Email: [library@bwc.state.oh.us](mailto:library@bwc.state.oh.us)

### **OCOSH resource center and video library**

13430 Yarmouth Drive  
Pickerington OH, 43147  
1-800-OHIOBWC  
614-728-6464 (reference desk)  
614-644-0018 (video library)  
Fax: 614-365-4989  
Email: [library@bwc.state.oh.us](mailto:library@bwc.state.oh.us)

# Videos

## How to use the video library

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### Video library services

The Division of Safety & Hygiene (DSH) offers an extensive collection of audiovisual materials (DVDs and videotapes) to supplement your organization's safety and health training program.

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### Who can borrow from the video library?

BWC lends materials to registered borrowers in Ohio with a valid workers' compensation policy number.

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### Video descriptions

Construction	85
Driving	92
Electricity and lockout/tagout	98
Ergonomics and office safety	101
Fire safety and emergency preparedness	105
First aid and health care	108
Industrial hygiene	115
Industrial safety	125
Social and behavioral workplace issues	141
Supervisors	146
Miscellaneous	153

### Is there a charge?

There is no direct charge for borrowing videos. Borrowers agree to pay return shipping costs for materials borrowed. DSH asks you to return materials to the video library by insured, traceable means.

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### How do I register as a borrower?

The video library requires each borrower to register for an online video library borrower account. On the [ohiobwc.com](http://ohiobwc.com) home page, click on Safety Services, then Video library. You can register by providing your employer's BWC policy number and your contact information. You will receive a video library borrower ID to use along with your BWC policy number to order videos and manage your borrower account online. If you are unable to register online, call the video library.

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### How do I request materials?

Once you have received your borrower ID, you can place orders online. You can search for videos by keyword, topic or title online. You can specify video type, language or whether the video is closed captioned.

The loan period for materials is 14 days, including shipment to and from. The library will ship your order approximately five days prior to your requested show date. If you prefer, you can choose to pick up your order at our Pickerington location. You can place orders up to six months in advance. You may borrow no more than four videos at any time. If you find you need to cancel an order you've placed, you can cancel it by accessing your online borrower account.

Many of the videos have accompanying quizzes, guides or CD-ROMs that can enhance your training. The video producers provide these materials, which vary in length and format. You can request to borrow these guides when you place your order.

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### The library will not honor new requests or send scheduled videos if you have:

- o Material overdue;
  - o Unpaid charges for lost or damaged material;
  - o Four videos checked out.
- 

### The library will not ship to:

- o P.O. boxes;
  - o Out-of-state addresses;
  - o Home addresses.
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# Videos

## How to use the video library continued

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### **How long may I keep materials?**

You may borrow four videos at a time for a period of 14 days. A due date will be on the audiovisual case with the return address. Please be sure to return materials promptly as others may be waiting for them.

If you need a longer loan period, you can renew your materials online by accessing your video library borrower account. Renewals are for 10 additional days, providing another borrower has not requested the material.

The library will suspend borrowing privileges for a minimum of one month for borrowers who return materials past their due date. Failure to return materials by their due date denies other borrowers use of their expected order.

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### **How do I return materials?**

DSH asks you to return materials to the video library by insured, traceable means. The extra effort may cost a few dollars, but may save you hundreds of dollars in the event the material is lost or misplaced during shipment. DSH recommends you insure each video for \$500.

Borrowers must return the borrowed material to DSH in a sturdy box or envelope, taking care to protect the materials appropriately so they are not damaged en route. You can also drop off materials at our Pickerington location.

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### **What if I lose or damage library materials?**

In consideration for BWC lending DVDs, videotapes and related material without charge, the employer will pay to BWC the full replacement costs of the loaned items, plus any and all expenses of collection, should he/she not return them to BWC by the due date or return them in damaged condition. BWC will turn over to the Office of the Attorney General of Ohio any replacement cost billings not paid within 45 days for collection of replacement costs along with all fees and expenses of collection.

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### **May I duplicate materials?**

Most of the materials in the video library collection are copyrighted. Therefore, borrowers may not copy materials.

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### **May I purchase videos?**

We do not sell any materials. Vendor information is available upon request.

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### **How can I see what videos I have borrowed in the past?**

By accessing your online video library borrower account, you can view a record of all of the materials you have borrowed since Dec. 17, 2012.

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### **May I visit the library?**

If you are in the central Ohio area and would like to visit, you are welcome to do so. We recommend you call first to ensure the materials you want are available and to be sure that staff will be there to assist you. Visitor hours are weekdays 9 a.m. to 4 p.m.

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### **New service - online streaming video**

To offer access to online streaming videos covering a range of popular safety topics, BWC partnered with a video vendor. Ohio employers have access 24 hours/seven days a week. This gives you the freedom and flexibility to view the videos at your convenience. Please contact the library to learn more about this service.

# Video descriptions

## Construction

### **ABC's of Your Personal Fall Arrest System**

Shows how to properly select and use personal fall arrest systems. Covers both construction and industrial settings. Accompanying guide available. 2002, 15 minutes.  
*VHS No. 600182*

### **Abrasive Blasting Safety**

Discusses safety practices related to abrasive blasting, including personal protective equipment, equipment inspection and potential hazards. 2003, 12 minutes.  
*VHS No. 600078*

### **Advanced Tips: Rigging & Lifting**

Offers detailed guidance on proper rigging and lifting. Part 1 covers preparation, analyzing the load and choosing a sling. Part 2 covers rigging strategy and making the lift. 2002, 26 minutes.  
*VHS No. 600096*

### **Aerial Work Platform Safety Training**

Presents safe operating procedures of aerial work platforms, such as scissors lifts and boom lifts, used in maintenance and construction projects. Accompanying guide available. 1999, 15 minutes.  
*VHS No. 600170*

### **Air Winch**

Serves as an introduction to the selection, preparation and safe operation of air winches. Covers the characteristics and selection process of wire rope, job safety analysis, inspections and maintenance. Accompanying guide available. 2010, 24 minutes.  
*DVD No. 400133*

### **Avoiding Runovers and Backovers**

Helps those who work in roadway construction prevent struck-by collisions and provides safe work procedures to reduce and eliminate hazards for workers on foot. Contains three separate segments aimed at supervisors, workers and equipment operators. Includes Spanish version. 2009, 19 minutes.  
*DVD No. 400125*

### **Backhoe Safety: Inspection and Walk Around**

Provides a detailed lesson on how to perform a pre-operational inspection of a backhoe. 2006, 12 minutes.  
*VHS No. 600089*  
*DVD No. 400089*

### **Brian's Story: You Can Make a Difference**

Features Jeff Bell, the father of a young man killed while working on a construction site, speaking about everyone's role in creating a safety culture that prevents such tragedies. Accompanying guide available. 2008, 20 minutes.

*VHS No. 600108: Closed captioned.*

*DVD No. 400108: Includes 10-minute short version.*

*Includes both versions in Spanish. Includes two bonus interviews. Closed captioned in English and Spanish.*

### **Buried Truth: Uncovered with Eric Giguere**

Features Eric Giguere recounting the highly personal story of his survival after a trench collapse and the life-changing consequences of taking shortcuts and not following safety procedures. Contains strong language. 2009, 45 minutes.

*DVD No. 400172*

### **Call Before You Dig Anything**

Emphasizes the importance of contacting necessary authorities before excavating or digging. Reviews electrocution hazard from buried utility lines and preventive measures. 1993, 7 minutes.

*VHS No. 600173*

### **Cave-in Response**

Reviews how to respond safely when someone is buried by trench cave-in. Covers the basics of reporting an accident, approaching site, and safely reaching and removing victim. Accompanying guide available. 1991, 23 minutes.

*VHS No. 600171*

### **Competent Person: Trenching and Shoring**

Provides an introduction to the role and duties of the competent person in trenching and shoring. Includes the responsibility for inspections, soil classification, trench protection and following the Occupational Safety and Health Administration's requirements. 2011, 29 minutes.

*VHS No. 600129*

*DVD No. 400129*

### **Competent Person and Soil Classification**

Describes the requirements for analyzing and classifying soil from trenches and excavations. Demonstrates both visual examination and manual testing. 2011, 20 minutes.

*VHS No. 600132*

*DVD No. 400132*

# Video descriptions

## **Construction Fall Protection: Get Arrested!**

Describes types of fall protection (guardrails, hole covers, positioning devices, fall-arrest systems and safety nets). Encourages viewers to set up fall-protection systems correctly and keep them in good condition. From the Hard Hat Safety series. 1998, 11 minutes.

*VHS No. 600069: Accompanying guide available.*

*Closed captioned.*

*VHS No. 600070: In Spanish.*

## **Construction Lockout/Tagout: Six Steps to Safety**

Defines lockout/tagout, and reviews six steps to ensure secure lockout/tagout. From the Hard Hat Safety Series. 1991, 10 minutes.

*VHS No. 600016*

## **Construction Safety Orientation**

Gives an introduction to construction safety, covering the importance of safety, the recognition of common hazards, and safe work practices and procedures.

Accompanying guide available. Closed captioned. 2001, 19 minutes.

*VHS No. 600181*

## **Construction Safety Orientation for Employees**

Provides an overview of the many safety topics employees should know as they begin working on construction sites. Accompanying guide available. Closed captioned. 2002, 23 minutes.

*VHS No. 600103*

*DVD No. 400103: Includes resource material.*

## **Construction Stairways and Ladders**

Illustrates the safe use of stairways and ladders in construction work. From the Hard Hat Safety Series. 1992, 10 minutes.

*VHS No. 600019*

## **Contractor Safety: It's Everybody's Business**

Provides contract workers with an orientation to working on multi-employer work sites. Focuses on common safety hazards and emphasizes that everyone is responsible for safety. Accompanying guide available. Closed captioned. 17 minutes.

*VHS No. 600099: 2004*

*DVD No. 400099: 2005. Includes Spanish and Portuguese versions. Includes resource material.*

## **Core Drilling**

Offers an in-depth look at all aspects of diamond-bit core drilling, including pre-operation activities; anchoring, mounting, operating and maintaining the concrete cutting equipment; and common problems. 2009, 20 minutes.

*DVD No. 400116*

## **Crane Operations: Hand Signals**

Explains the role of the crane signal person on the construction site and describes best work practices. Demonstrates the standardized hand signals used with several types of cranes. Accompanying guide available. 2011, 13 minutes.

*VHS No. 600149*

*DVD No. 400149: Includes Spanish version. Closed captioned in English and Spanish.*

## **Crane Signal Person Basic Training**

Presents an overview of crane signal person roles, responsibilities, signals and safety considerations. Demonstrates hand signals for various kinds of cranes used in construction and voice signals using portable radios. Accompanying guide available. 2011, 17 minutes.

*VHS No. 600183*

*DVD No. 400183*

## **Cranes: Mobile Crane Safe Operations**

Describes safe operating practices for mobile cranes, including pre-operational set-up and inspection, planning a lift, and load chart interpretation. Accompanying CD-ROM and guide available. 2009, 15 minutes.

*VHS No. 600032*

*DVD No. 400032: Includes Spanish version. Closed captioned in both English and Spanish.*

## **New!**

### **Cranes in Construction**

Discusses the types of cranes used in construction and the responsibilities of crane crew members. Highlights the most serious crane hazards such as power line contact, and the preventive measures required. Includes Spanish and Portuguese versions. Includes resource material. Closed captioned. 2011, 22 minutes.

*DVD No. 400150*

## **Electrical Safety for the Construction Worker**

Warns construction workers about electrical hazards they may encounter on job sites. Covers high-voltage power lines and electrical substations, electrical panels and circuits, temporary wiring, cords, power tools and portable generators. 2010, 19 minutes.

*VHS No. 600159*

*DVD No. 400159*

### **Excavation and Trenching**

Presents detailed information on excavation and trenching safety for workers in two formats: all video, or six individual units that combine video and text review. Accompanying guide available. 2006, 38 minutes.  
*DVD No. 400140*

### **Excavation, Trenches and Shoring**

Stresses the importance of planning excavations, recognizing potential hazard of cave-in or contact with utilities, using protective systems such as sloping, shoring or shielding, and working safely in and around trenches. Accompanying guide available. 1996, 15 minutes.  
*VHS No. 600175*

### **Eye Protection**

Emphasizes the importance of eye safety in the construction industry. Covers a selection of appropriate eye protection, including eye protection for welding, and what to do for eye injuries. 1992, 10 minutes.  
*VHS No. 600176*  
*VHS No. 600177: In Spanish.*

### **Fall Protection: The Right Connection**

Describes types of fall protection, the components of a personal fall arrest system, how to use and care for the equipment, and rescue from height. For construction and industry. Accompanying guide available. Closed captioned. 2007, 19 minutes.  
*VHS No. 600102*  
*DVD No. 400102: Includes Spanish and Portuguese versions. Includes resource material.*

### **Fall Protection for Construction**

Covers the OSHA requirements for fall protection in construction and describes a variety of systems and procedures intended to protect workers from falls. Includes a section for the steel erection industry. Accompanying guide available. Closed captioned. 2002, 20 minutes.  
*VHS No. 600111*  
*DVD No. 400111*

### **Fall Protection for Ironworkers: Safety in the Sky**

Presents the basics of ironworker fall protection safety based on OSHA's rule on steel erection. Closed captioned. 2001, 18 minutes.  
*VHS No. 600179*

### **Fall Protection Video**

Demonstrates best practices for fall prevention in residential construction, with specific attention to ladders, fall protection systems, and framing and roofing operations. Includes Spanish version. 2007, 30 minutes.  
*DVD No. 400112*

### **Flagger Safety**

Introduces safety issues facing traffic control flaggers. Covers clothing, signs, position and the importance of the job. 2004, 13 minutes.  
*VHS No. 600101*  
*DVD No. 400101*

### **Flat Sawing & Blade Safety**

Provides a detailed introduction to safe and effective concrete flat sawing. Covers components of flat saws, safety precautions, blade selection and mounting, operation, daily care and maintenance. 2009, 23 minutes.  
*DVD No. 400124*

### **Forklift Workshop for Construction, Disc One**

Teaches the safe operation of rough terrain forklifts on construction job sites. Covers the combined center of gravity, the stability triangle, reading load charts, inspections, picking up and delivering loads, refueling and parking. Includes resource material. Accompanying guide and CD-ROM available. Closed captioned. 2010, 33 minutes.  
*DVD No. 400127*

### **Forklift Workshop for Construction, Disc Two**

Contains supplementary training segments on the safe operation of rough terrain forklifts: Changing an LPG Cylinder, What's Wrong with this Picture, Frequently Asked Questions, Quiz. 2010, 34 minutes.  
*DVD No. 400128*

### **Getting the Job Done Safely: Worker Safety Orientation**

Presents overview of nine construction safety topics, including housekeeping, personal protective equipment, vehicle safety and excavations. 1998, 12 minutes.  
*VHS No. 600017*  
*VHS No. 600025: In Spanish.*

### **Hand and Power Tool Safety**

Describes the hazards of working with various types of hand and power tools and ways to use them properly and safely. Covers the following types of power tools: electrical, pneumatic, liquid fuel, powder-actuated, hydraulic and battery-operated. 2010, 19 minutes.  
*VHS No. 600131*  
*DVD No. 400131*

### **Hand Sawing**

Promotes the safe operation of hand-held diamond-blade power saws. Covers the various types of concrete saws available. Demonstrates the gyro effect. 2009, 22 minutes.  
*DVD No. 400115*

# Video descriptions

## **Handling Structural Steel**

Demonstrates how to safely handle and rig structural steel. Includes correct techniques for unloading, sorting and making the lift. Shows how to rig specific loads. 1999, 28 minutes.

VHS No. 600090

VHS No. 600091: *In Spanish.*

## **Health Hazards for Highway Construction**

Raises awareness about the primary health hazards in highway construction, including the effects of chronic exposure and control measures to prevent overexposure. Covers silica, lead, asphalt fumes, heat and noise. 1999, 16 minutes.

VHS No. 600113

DVD No. 400113

## **Heat Stress in Construction Environments**

Tells construction workers how to prevent heat-related illnesses by replenishing fluids and electrolytes, acclimatizing, dressing appropriately and paying attention to the body's signals. Accompanying guide available. 2009, 12 minutes.

VHS No. 600120

DVD No. 400120: *Closed captioned.*

### **New!**

#### **Heightened Awareness: Fall Protection in the Construction Industry**

Familiarizes viewers with the fall protection methods and requirements for construction, especially guard rails, safety nets, covers and personal fall arrest systems. 1995, 21 minutes.

DVD No. 400009

### **New!**

#### **Highway Worker Safety Program**

Contains nine modules addressing street, road and highway work, including traffic control, paving, bridge work and grading operations. Focuses on preventing the leading causes of fatalities and serious soft-tissue injuries, called the Focus Four Plus One hazards. Accompanying guide and CD-ROM available. 2009, 83 minutes.

DVD No. 400153

## **Housekeeping on the Jobsite: A Plan for Success**

Emphasizes the importance of developing a housekeeping plan that includes people, equipment, materials and environment (PEME) to create a safe and productive construction job site. 2010, 19 minutes.

VHS No. 600121

DVD No. 400121

## **Importance of Personal Protective Equipment**

Provides an overview of the proper use of personal protective equipment used in construction. Accompanying guide available. Closed captioned. 2002, 7 minutes.

VHS No. 600087

## **In the Trenches: Excavation Safety for Workers**

Uses real job-site conditions to illustrate how to work safely in and around excavations and trenches. 1996, 14 minutes.

VHS No. 600098

### **New!**

#### **Job Hazard Analysis: A Blueprint for Success**

Describes the importance of the job-hazard analysis (or job safety analysis) and the steps involved in creating one for a construction project. 2010, 18 minutes.

DVD No. 400152

## **Jobsite Lifting with Mobile Construction Equipment: Proper Load Rigging Techniques**

Provides detailed information on proper rigging and handling techniques when excavation and earthmoving equipment are used to sling and move loads. 1997, 29 minutes.

VHS No. 600092

VHS No. 600093: *In Spanish.*

## **Ladder Safety**

Demonstrates the safe use of ladders, including stepladders and extension ladders. Also shows safe use of rolling scaffolds. 1994, 13 minutes.

VHS No. 600169

## **Ladders and Scaffolds: It's Up to You**

Shows safe work practices and maintenance procedures for portable, job-made and fixed ladders, and stationary upright, mobile/rolling and suspended scaffolds. Accompanying guide available. 1993, 22 minutes.

VHS No. 600041

## **Motor Grader Series: New Construction**

Gives operating tips and techniques for road building with a motor grader. Includes an overview of machine functions and road design and specific guidelines for creating properly graded roads, slopes, parking lots and cul-de-sacs. 2009, 37 minutes.

DVD No. 400001

### **Motor Grader Series: Operating Tips**

Aims to make motor grader operators safer and more efficient. Includes safety concerns, blade position, articulation, controlling speed, fine grading, etc. 2009, 16 minutes.

*DVD No. 400156*

### **Motor Grader Series: Road Maintenance**

Demonstrates techniques for using a motor grader to perform maintenance on gravel roads. Covers safety issues, blading, ditch cleaning, clearing culverts, etc. 2009, 33 minutes.

*DVD No. 400013*

### **Motor Grader Series: Snow Plowing**

Begins by covering general issues related to safety and operation of motor graders; then describes techniques for using motor graders to plow roads covered with heavy snow. 2009, 17 minutes.

*DVD No. 400020*

### **OSHA: An Introduction for Construction**

Presents an overview of the Occupational Safety and Health Administration, addressing its purpose, standards, general duty clause, inspections and citations, multi-employer work sites, etc. Accompanying guide available. Closed captioned. 2004, 19 minutes.

*VHS No. 600082*

*DVD No. 400082: Includes Spanish version.*

*Includes resource material.*

### **Operating a Telehandler Safely**

Introduces viewers to the safe operation of these rough-terrain powered industrial trucks. Addresses inspection, terrain, lifting and transporting loads, the stability triangle and other safety issues. 2011, 16 minutes.

*VHS No. 600094*

*DVD No. 400094*

### **Operating a(n) Aerial Boom Supported Platform Safely**

Promotes basic safe operating procedures for boom-supported aerial work platforms used in maintenance and construction. Includes inspection, controls, traveling on rough terrain and moving the platform. 2011, 14 minutes.

*VHS No. 600034*

*DVD No. 400034*

### **Personal Protective Equipment**

Describes the various kinds of personal protective equipment available to the construction worker, including eye and face, hearing, head, respiratory, hand, foot, fall and high visibility. 2010, 23 minutes.

*VHS No. 600130*

*DVD No. 400130*

### **Playing It Safe with PPE**

Contains two segments geared for those who work in roadway construction. The manager's segment covers the responsibilities to select, provide and require the use of personal protective equipment. The worker's segment emphasizes the importance of wearing the various types of PPE that are provided. Includes Spanish versions. 2009, 19 minutes.

*DVD No. 400008*

### **Residential Construction: Roofing Safety, Siding Safety, Framing Safety**

Promotes safe practices in residential construction. Three separate 12-minute segments cover roofing, siding and framing safety. Produced for use in Washington but applies to Ohio. 1999, 40 minutes.

*VHS No. 600180*

### **New!**

#### **Residential Construction (3 parts) and Pole Topping Safety**

Contains three, 12-minute segments on residential construction safety: framing, roofing and siding. Includes Spanish version. Also contains a 10-minute segment on pole topping safety for electrical line workers. Produced for use in Washington but applies to Ohio. 2000, 50 minutes.

*DVD No. 400151*

### **Rigging Equipment Basics**

Explains how to choose the right materials, connections and methods for a safe lift. Covers rigging basics, slings and hitches, the rigging process and attachments.

Accompanying guide available. Closed captioned. 2004, 20 minutes.

*VHS No. 600081*

*DVD No. 400081: Includes Spanish version.*

*Includes resource material.*

### **Rigging Operations**

Presents safety information needed to plan and execute a lift. Includes the rigging plan, load characteristics, equipment requirements, environmental factors, inspection and lift safety. Accompanying guide available. Closed captioned. 2004, 25 minutes.

*VHS No. 600080*

*DVD No. 400080: Includes Spanish version.*

*Includes resource material.*

# Video descriptions

## **Roadway Worker Safety: In the Zone**

Describes the hazards and risks to workers who build and maintain roads. Addresses common construction hazards as well as those specific to roadway work zones. Accompanying guide available. Closed captioned. 2008, 24 minutes.

VHS No. 600109

DVD No. 400109: Includes Spanish version. Includes resource material.

## **Safety Bob's Construction Safety Orientation**

Discusses a variety of safety issues vital to construction workers. Covers personal protective equipment, trenching, ladders, scaffolds, fall protection and electricity.

Accompanying guide available. 2007, 22 minutes.

VHS No. 600105: Closed captioned.

VHS No. 600106: In Spanish.

DVD No. 400105: Closed captioned.

DVD No. 400106: In Spanish.

## **Safety During Renovation and Demolition Operations: Selective Demolition**

Focuses on the unique hazards of selective demolition and presents ways to safeguard both site personnel and the public. Addresses health and environmental hazards, PPE, fall protection, utilities, hot work and debris removal. 2010, 19 minutes.

VHS No. 600119

DVD No. 400119

## **Scaffold Safety: It's No Joke**

Provides a general introduction to all types of scaffolds. Covers design and construction, inspection, fall protection and safety procedures. Accompanying guide available. 1997, 17 minutes.

VHS No. 600163

## **Scaffolding Safety: Erecting and Dismantling**

Demonstrates site evaluation and preparation; selection and inspection of scaffolding; proper erection and dismantling procedures for scaffolds; and safe work practices. Accompanying guide available. 1997, 19 minutes.

VHS No. 600162

## **New!**

### **Skid Steer Loaders: Safety In and Out**

Describes the special hazards of operating skid-steer loaders and recommends the safe work practices necessary to avoid injury. Accompanying guide available. 2011, 16 minutes.

VHS No. 600035

DVD No. 400035: Includes Spanish version.

Closed captioned in both English and Spanish.

## **Sliding Boom Forklift: Operating Techniques**

Provides an introduction for safely operating a sliding boom forklift on rough terrain. 2001, 18 minutes.

VHS No. 600095

## **New!**

### **Slips, Trips and Falls in Construction Environments**

Examines how to prevent slips, trips and falls. Covers center of gravity and balance, walking surfaces, housekeeping and footwear. Includes how to fall properly and first aid. Accompanying guide available. Closed captioned. 2012, 18 minutes.

DVD No. 400011

## **Stationary Scaffolds in Construction**

Discusses safe work practices while working on scaffolds in construction, including assembly, the role of the competent person, inspections, electrical hazards and fall protection. From the Hard Hat Safety Series. 11 minutes.

VHS No. 600028: 1997. Accompanying guide available.

VHS No. 600026: 2000. In Spanish.

## **New!**

### **Telescopic Forklifts: Stabilize Your Safety**

Describes safe operating procedures for telescopic forklifts, including pre-operational procedures, maintaining stability and handling and transporting loads. Accompanying guide available. 2011, 16 minutes.

VHS No. 600036

DVD No. 400036: Includes Spanish version.

Closed captioned in both English and Spanish.

## **New!**

### **Tips from the Pros: Backhoe Loader**

Familiarizes viewers with specific techniques for operating backhoe loaders safely and productively. Covers planning the job, trenching and backfilling, working a spoil pile and lifting with the backhoe. 2005, 16 minutes.  
*DVD No. 400014*

## **New!**

### **Tips from the Pros: Crawler Dozer**

Shows techniques for safely and efficiently operating a crawler dozer, including job preparation, slot dozing, slope work and tree and stump clearing. 2005, 18 minutes.  
*DVD No. 400015*

## **New!**

### **Tips from the Pros: Crawler Excavator**

Promotes the safe and productive use of crawler excavators, including inspecting the machine and the job site, machine power and motion and trench development. 2005, 19 minutes.  
*DVD No. 400012*

## **New!**

### **Tips from the Pros: Wheel Loader**

Encourages wheel loader operators to work safely and productively by inspecting the machine and the work site, and planning the job. Recommends techniques for material handling, working a stockpile and trench back-filling. 2005, 17 minutes.  
*DVD No. 400022*

### **Traffic Control through Work Zones**

Demonstrates the basics of proper traffic control through work zones on city streets. Discusses equipment used, how to set up safe lane closings and safe work practices. Accompanying guide available. 1991, 21 minutes.  
*VHS No. 600061*

### **Transporting Construction Equipment: Best Practices for Tie-Down & Hauling**

Gives a thorough review of safe loading and proper tie-down procedures for transporting construction equipment. 2007, 37 minutes.  
*VHS No. 600107*  
*DVD No. 400107*

### **Trench Safety: It's More Than Digging a Hole**

Describes how and why trenches cave. Covers soil types, competent persons, protective systems and other safety measures. Accompanying guide available. 1998, 20 minutes.  
*VHS No. 600167*

### **Trenching and Shoring**

Presents an overview of excavation and trench safety basics, including angle of repose and shoring. 1992, 13 minutes.  
*VHS No. 600174*

### **Understanding Hand & Power Tool Safety**

Emphasizes the importance of using safe tools, using tools safely, wearing proper protective equipment and guarding moving parts. For construction workers. Accompanying guide available. Closed captioned. 2002, 7 minutes.  
*VHS No. 600086*

## **New!**

### **Wheel Loader Safe Operating Techniques**

Instructs viewers on safe operating techniques for wheel loaders, from transporting the machine to the job site to shutdown procedures at the end of the day. Emphasizes the importance of keeping the machine under control. 2005, 21 minutes.  
*DVD No. 400021*

## **New!**

### **Work Zone Safety Depends on You (Flagger Safety)**

Provides an introduction to safety issues for flaggers: personal safety, sign installation, positioning, stopping and releasing traffic and night work. Produced for use in Washington but applies to Ohio. Includes a quiz at the end of each segment. 2009, 17 minutes.  
*DVD No. 400154*

# Video descriptions

## Driving

### **Are You Playing with a Full Deck?**

Shows how multitasking while driving is dangerous and puts the multitasking driver and others at risk. Encourages drivers to focus their full attention on driving using the Smith System's five keys. Accompanying guide available. 2009, 27 minutes.  
DVD No. 450101

### **Backing, Parking and Intersections**

Provides defensive driving techniques for backing, parking and at intersections. Encourages professional drivers to drive responsibly. 2005, 18 minutes.  
VHS No. 650072  
DVD No. 450072

### **Be Sensible: Don't Drive Yourself to Distraction**

Helps teen drivers learn to minimize distractions while driving. Addresses common driving distractions such as CD players, passengers and cell phones via interviews and real-life stories. Accompanying guide available. 2006, 14 minutes.  
VHS No. 650103

### **Before You Turn the Key**

Encourages drivers to adopt recommended pre-start driving habits of conducting a vehicle walk-around inspection, adjusting mirrors, seat and headrest, and becoming familiar with the controls of each vehicle driven. Not specific to the workplace. Accompanying guide available. Closed captioned. 2008, 20 minutes.  
VHS No. 650098  
DVD No. 450098: Includes Spanish and Portuguese versions. Includes resource material.

### **Blindfold Effect**

Presents case studies of three collisions to illustrate the need to anticipate, adjust and assume nothing while driving. Accompanying guide available. 1997, 20 minutes.  
VHS No. 650040

## **New!**

### **Cargo Securement: Flatbeds**

Explains regulations on securement devices, loading, securing the cargo and inspections. Includes additional segments on securing commonly-hauled commodities and a hazard perception challenge. Accompanying CD-ROM and guide available. Closed captioned. 2012, 22 minutes.  
DVD No. 450105

### **Commercial Driver Certification: A License to Drive (Program I)**

Covers information needed to pass the general knowledge test for a commercial driver's license. Includes vehicle classes, inspection, driving skills, cargo loading and air brakes. Accompanying guide available. 1990, 24 minutes.  
VHS No. 650016

### **Commercial Driver Certification: Combination Vehicles and Endorsements (Program II)**

Covers information necessary to obtain a Class A commercial driver's license, including combination vehicles, double and triple trailers, and endorsements for hazardous materials, tank vehicles and passengers. Accompanying guide available. 2003, 29 minutes.  
VHS No. 650017

### **Courtesy Vehicle Safety**

Provides an orientation for drivers of courtesy shuttle vans used in the hospitality industry. Addresses daily inspections, the safe operation of 15-passenger vans and the hazards of distracted driving. 2008, 11 minutes.  
VHS No. 650097  
DVD No. 450097

### **DUI Story...What If?**

Dramatizes the life-changing consequences of drinking and driving for one man and his family, friends and co-workers. 2007, 28 minutes.  
VHS No. 650081  
DVD No. 450081

### **Decision Driving, Part 1: Overview**

Introduces this six-part series which aims to improve drivers' hazard recognition skills and decision-making abilities. 1999, 6 minutes.  
VHS No. 650090  
DVD No. 450090

### **Decision Driving, Part 2: Expand Your Look Ahead Capacity**

Encourages drivers to expand their field of vision by looking ahead, giving them the ability to act decisively and avoid potential accidents. 1999, 8 minutes.  
VHS No. 650091  
DVD No. 450091

**Decision Driving, Part 3: Size Up the Whole Scene**

Describes the techniques drivers can use to stay constantly aware of changing conditions, especially in residential and commercial areas in cities and suburbs. 1999, 9 minutes.

VHS No. 650092

DVD No. 450092

**Decision Driving, Part 4: Signal Your Intentions Early**

Emphasizes the importance of communicating with other drivers, pedestrians and others when passing, changing lanes, turning and backing up. 1999, 9 minutes.

VHS No. 650093

DVD No. 450093

**Decision Driving, Part 5: Plan an Escape Route**

Urges drivers to leave sufficient space around them to help avoid driving traps that can result from tailgating, being boxed in and passing. 1999, 10 minutes.

VHS No. 650094

DVD No. 450094

**Decision Driving, Part 6: Take Decisive Action**

Focuses on practicing the skills previously learned so drivers can take decisive action and avoid accidents. Demonstrates commentary driving. 1999, 12 minutes.

VHS No. 650095

DVD No. 450095

**Defensive Driving: 15-Passenger Van**

Focuses on the particular hazards of driving 15-passenger vans. Provides safety guidelines and defensive driving techniques to prevent the likelihood of rollovers.

Accompanying guide available. Closed captioned. 2005, 11 minutes.

VHS No. 650058

**Defensive Driving: I Could See It Coming (Auto Version)**

Discusses the factors that cause vehicle crashes. Provides seven essential strategies for driving defensively. Geared to automobile drivers. Accompanying CD-ROM and guide available. 2005, 15 minutes.

VHS No. 650057

DVD No. 450057: Closed captioned.

**Defensive Driving: I Could See It Coming (Cargo Van Version)**

Discusses the factors that cause vehicle crashes. Provides seven essential strategies for driving defensively. Geared to cargo van drivers. Accompanying CD-ROM and guide available. 2005, 15 minutes.

VHS No. 650055

DVD No. 450055: Closed captioned.

**Defensive Driving: I Could See It Coming (Step Vans Version)**

Discusses the factors that cause vehicle crashes. Provides seven essential strategies for driving defensively. Geared to step van drivers. Accompanying CD-ROM and guide available. 2005, 15 minutes.

VHS No. 650056

DVD No. 450056: Closed captioned.

**Defensive Driving: When Good Weather Goes Bad**

Encourages drivers to take precautions to minimize the risk of a crash related to bad weather. Covers rain and flash floods, snow and ice, wind and fog. 2008, 19 minutes.

VHS No. 650007

DVD No. 450007

**Defensive Driving for Government Employees**

Focuses on defensive driving techniques for local, state and federal government employees. Addresses a wide variety of driving issues, and features both cars and trucks. Accompanying guide available. Closed captioned. 2003, 19 minutes.

VHS No. 650048

**Delivering the Goods**

Identifies potential hazards and safe work practices for route sales and delivery workers with an emphasis on loading procedures and lifting techniques. Accompanying guide available. 2001, 13 minutes.

VHS No. 650045

**Distracted Driving: At What Cost?**

Emphasizes the importance of controlling distractions while driving, and shows the potential consequences of eating, talking on the phone or taking eyes off the road while driving. 2004, 16 minutes.

VHS No. 650050

**Distracted Driving: Game Over**

Gives viewers a look at how distractions can take over while driving. Illustrates the risks and deadly consequences of attempting secondary tasks while driving. Includes resource material. Closed captioned. 2011, 13 minutes.

DVD No. 450104

**Distracted Driving: Real Accidents, Real Stories II**

Features three moving testimonials about how drivers caused tragic and fatal accidents while conversing with a passenger, texting on a cell phone and using a navigation system. 2011, 14 minutes.

DVD No. 450006

# Video descriptions

## **Do's and Don'ts at the Gas Pump (CD-ROM)**

Warns viewers of the potential hazards of refueling vehicles and containers at gas stations. Demonstrates the safe and proper way to prevent such hazards. Must be played in a computer. 2004, 7 minutes.  
*Video CD No. 490200*

## **Driven to Distraction**

Requires viewers to confront the many ways they allow themselves to be distracted while driving and shows the tragic consequences that can result. Accompanying guide available. Closed captioned. 2007, 16 minutes.  
*VHS No. 650089: Accompanying CD-ROM available.*  
*DVD No. 450089: Includes resource material.*

## **Driven to Distraction II**

Demonstrates how drivers are not adequately focused on the task of driving when they use cell phones, multi-task or are distracted in any other way. Accompanying guide available. Closed captioned. 2010, 20 minutes.  
*VHS No. 650102*  
*DVD No. 450102: Includes resource material.*

## **Driver Safety: A Lifetime of Learning**

Emphasizes recognition of and respect for the hazards of operating a motor vehicle. Addresses seat belts, the condition of the vehicle and the driver, concentration and safe following distance. Accompanying CD-ROM and guide available. 2004, 12 minutes.  
*VHS No. 650080*  
*DVD No. 450080*

## **Driver Safety Begins with Attitude**

Focuses on aggressive and distracted driving behaviors. Emphasizes the importance of good attitude and controlling negative emotions. 2004, 5 minutes.  
*VHS No. 650051*

## **Drivers, Drugs & Drinking**

Addresses truck drivers and other professional drivers about the effects that drugs and alcohol have on drivers and on their careers. Features veteran drivers who relate their own experiences. Closed captioned. 2000, 17 minutes.  
*VHS No. 650059*

## **Driving Distractions of the Professional Driver**

Encourages professional drivers to limit distracted driving behaviors by planning ahead and staying aware of their surroundings. Covers common distractions, such as adjusting controls, loose items, eating, talking on the phone and pedestrians. 2005, 17 minutes.  
*VHS No. 650071*

## **Driving in the Rain**

Explains safe driving techniques for rainy conditions. Accompanying guide available. 2003, 5 minutes.  
*VHS No. 650052*

## **Driving Safely in Winter Conditions**

Describes the many hazards of winter driving and techniques that drivers can use to deal with them. Geared to drivers of passenger cars. 2006, 20 minutes.  
*VHS No. 650078*  
*DVD No. 450078*

## **Drowsy Driving: It's Your Wake Up Call**

Discusses how to identify and manage driver fatigue. Describes the factors influencing fatigue and the actions drivers can take to prevent fatigue as well as what to do when feeling drowsy. 2011, 19 minutes.  
*DVD No. 450005*

## **Dry Van Cargo Securement**

Demonstrates the basic requirements for securing cargo in dry vans and enclosed trailers. Includes proper loading techniques. Accompanying CD-ROM and guide available. Closed captioned. 2006, 20 minutes.  
*VHS No. 650083*  
*DVD No. 450083: Includes resource material.*

## **New!**

### **Dump Truck Safety**

Focuses on the safe operation of dump trucks, addresses daily inspections, controls and raising/lowering the bed. 2012, 11 minutes.  
*VHS No. 650106*  
*DVD No. 450106*

## **Emotional Wreck**

Exposes the dangers of aggressive driving through examples of impatience, selfishness, obliviousness and competitiveness behind the wheel. Explains the causes of these behaviors, and encourages drivers to apply safe driving practices. Accompanying guide available. Closed captioned. 2009, 23 minutes.  
*VHS No. 650002*  
*DVD No. 450002: Includes Spanish and Portuguese versions. Includes resource material.*

### **Expecting the Unexpected: The Key to Accident-Free Driving**

Examines four elements of accident-free driving: defensive driving, space management, driver's condition and vehicle condition. Also describes the proper use of safety belts, air bags and antilock braking systems. Accompanying guide available. 2000, 20 minutes.

*VHS No. 650042*

### **Eye on Defensive Driving**

Reviews the basics of defensive driving for professional truck drivers. Presents 24 scenarios asking drivers how they would handle a given situation. Accompanying guide available. Closed captioned. 2005, 47 minutes.

*VHS No. 650088*

*DVD No. 450088: Includes resource material.*

### **Eye on Speed & Space Management**

Reviews the formulas and guidelines of speed and space management for professional truck drivers. Presents 16 scenarios asking drivers how they would respond in a given situation. Accompanying guide available. Closed captioned. 2007, 32 minutes.

*VHS No. 650086*

*DVD No. 450086: Includes resource material.*

### **Flatbed Cargo Securement**

Demonstrates the basic requirements for securing cargo on flatbed and other open trailers. Accompanying CD-ROM and guide available. Closed captioned. 2006, 22 minutes.

*VHS No. 650084*

*DVD No. 450084: Includes resource material.*

### **Flatbed Safety**

Emphasizes the use of good body mechanics to prevent injuries to flatbed haulers while strapping loads, handling tarps and getting in and out of the cab. 2005, 17 minutes.

*VHS No. 650010*

*DVD No. 450010*

### **Injury Prevention for Drivers**

Demonstrates to truck drivers how to safely perform non-driving tasks such as mounting and dismounting, loading and unloading and stopping on the road. Includes resource material. Accompanying guide and CD-ROM available. Closed captioned. 2008, 22 minutes.

*DVD No. 450099*

### **It's Good Business: A Supervisor's Guide to Defensive Driving**

Teaches supervisors skills for observing driving behaviors and correcting unsafe driving practices while riding with their employees. Accompanying CD-ROM and guide available. 2005, 13 minutes.

*VHS No. 650054*

### **Master Driver: Accident Procedures**

Presents the seven steps every truck driver needs to take after an accident or crash to act quickly, safely and legally. Accompanying guide available. 2005, 20 minutes.

*VHS No. 650073: Closed captioned.*

*DVD No. 450073: Includes additional material.*

### **Master Driver: Backing Techniques**

Demonstrates safe techniques to back a tractor-trailer rig. Encourages truck drivers to "get out and look."

Accompanying guide available. Closed captioned. 2004, 17 minutes.

*VHS No. 650087*

*DVD No. 450087: Includes resource material.*

### **Master Driver: Driving Techniques**

Provides a refresher for truck drivers on routine driving skills, such as turns, merging and underpasses. Emphasizes the importance of driving defensively and the recognition of potential hazards. Accompanying guide available. Closed captioned. 2004, 11 minutes.

*VHS No. 650079*

*DVD No. 450079: Includes resource material.*

### **Master Driver: Emergency Maneuvers**

Describes the best ways for truck drivers to handle roadway emergencies, including evasive driving and emergency braking. Accompanying guide available. 2005, 20 minutes.

*VHS No. 650074: Closed captioned.*

*DVD No. 450074: Includes additional material.*

### **Master Driver: Extreme Weather Driving**

Prepares truck drivers for coping with extreme weather conditions such as fog, rain, snow, ice and wind. Accompanying guide available. Closed captioned. 2004, 14 minutes.

*VHS No. 650085*

*DVD No. 450085: Includes resource material.*

### **Master Driver: Safety Issues**

Discusses how truck drivers can recognize and avoid dangers stemming from distracted drivers, road rage and crime. Accompanying guide available. 2005, 18 minutes.

*VHS No. 650075: Closed captioned.*

*DVD No. 450075: Includes additional material.*

### **Master Driver: Vehicle Inspections**

Explains why truck drivers should conduct thorough vehicle inspections and demonstrates a seven-step inspection process. Accompanying guide available. Closed captioned. 2004, 12 minutes.

*VHS No. 650082*

*DVD No. 450082: Includes resource material.*

# Video descriptions

## **Pre-Trip Inspection: A Circle of Safety**

Demonstrates for professional drivers the key components of a systematic, comprehensive and easy-to-remember pre-trip inspection. 2009, 12 minutes.

*DVD No. 450003*

## **Road Rage and Aggressive Driving: A View from the Driver's Seat**

Describes typical behaviors of aggressive drivers and sources of road rage. Recommends specific actions to avoid triggering road rage in other drivers, to protect yourself if another driver acts aggressively and to avoid becoming an aggressive driver. Accompanying guide available. 1998, 20 minutes.

*VHS No. 650009*

## **Safe Driving**

Explains the importance of defensive driving and how awareness, action and attitude can help keep employees and other drivers safe. Accompanying guide available. Closed captioned. 1999, 18 minutes.

*VHS No. 650047*

## **Safe Driving: A School Bus Driver's Series — Accident Procedures**

Provides a nine-step procedure for school bus drivers to follow at the scene of an accident. Accompanying guide available. Closed captioned. 2003, 10 minutes.

*VHS No. 650068*

## **Safe Driving: A School Bus Driver's Series — City Driving**

Discusses driving techniques that will help school bus drivers deal safely with — or avoid — traffic hazards in urban areas. Accompanying guide available. Closed captioned. 2003, 8 minutes.

*VHS No. 650069*

## **Safe Driving: A School Bus Driver's Series — Defensive Driving**

Gives school bus drivers information on defensive driving techniques and how to anticipate potentially hazardous situations. Accompanying guide available. Closed captioned. 2001, 7 minutes.

*VHS No. 650067*

## **Safe Driving: A School Bus Driver's Series — Driving Techniques**

Reviews safe driving techniques for school buses. Addresses defensive driving, grade and railroad crossings, turning, merging, backing and intersections. Accompanying guide available. Closed captioned. 2000, 15 minutes.

*VHS No. 650065*

## **Safe Driving: A School Bus Driver's Series — Emergency Maneuvers**

Covers the critical elements of emergency maneuvers for school bus drivers: evasive steering, emergency braking and skid control. Accompanying guide available. Closed captioned. 2001, 10 minutes.

*VHS No. 650064*

## **Safe Driving: A School Bus Driver's Series — Passenger Safety**

Addresses passenger safety issues for school bus drivers, including entering and exiting, emergency evacuations and managing passenger conduct. Accompanying guide available. Closed captioned. 2000, 12 minutes.

*VHS No. 650063*

## **Safe Driving: A School Bus Driver's Series — Seeing Hazards**

Demonstrates how bus drivers can prepare themselves and their vehicles to see hazards most effectively. Includes scanning for hazards, positioning the seat and mirrors and compensating for restricted vision situations. Accompanying guide available. Closed captioned. 2000, 13 minutes.

*VHS No. 650062*

## **Safe Driving: A School Bus Driver's Series — Using Your Mirrors**

Instructs school bus drivers on the critical elements of properly adjusting their mirrors and using them to help maneuver their vehicles safely. Accompanying guide available. Closed captioned. 2001, 10 minutes.

*VHS No. 650061*

## **Safe Driving: A School Bus Driver's Series — Vehicle Inspections**

Demonstrates the steps of a proper, thorough daily school bus inspection. Accompanying guide available. Closed captioned. 2003, 10 minutes.

*VHS No. 650060*

## **Safe Loading and Unloading of Delivery Vehicles**

Reminds delivery drivers of the importance of following safety procedures and staying aware of hazards as they arrive at their destinations. Warns experienced drivers against shortcuts, complacency and overconfidence. 2009, 15 minutes.

*DVD No. 450004*

### **Safe Winter Driving**

Shows those who drive on the job in winter how to prepare themselves and their vehicles, and how to recognize hazards and avoid accidents. Includes how to jump-start a vehicle safely. Accompanying guide available. Closed captioned. 17 minutes.

*VHS No. 650043: 1998.*

*DVD No. 450043: 2005. Includes Spanish version.*

*Includes resource material.*

### **Safety on the Road: Defensive Driving for Delivery Vans**

Presents defensive driving review for delivery van drivers. Accompanying guide available. 1999, 17 minutes.

*VHS No. 650039*

### **Snow Control Techniques: Plowing Tips for the Pros**

Covers various types of snowplow equipment and a variety of traffic and road situations. Emphasizes the need to be familiar with both equipment and route. 25 minutes.

*VHS No. 650077: 1997*

*DVD No. 450077: 2005*

### **Snowplow Safety**

Places viewer behind the wheel of a snowplow to demonstrate defensive driving techniques during adverse weather conditions while plowing. Includes case studies of snowplow collisions. 1995, 23 minutes.

*VHS No. 690116*

### **Snowplow Safety: Parking Lots**

Demonstrates techniques for safely plowing snow in parking lots. Includes preseason procedures, vehicle inspection and driving snowplows on roadways. 1996, 19 minutes.

*VHS No. 690117*

## **New!**

### **Take Pride in Your Job: Seat Belts**

Reminds oil and gas extraction workers to wear seat belts when driving or riding in a motor vehicle.

Features worker testimonials about the importance of buckling up. 2008, 11 minutes.

*DVD No. 450011*

### **Watch Your Load**

Encourages drivers to secure items in their vehicles so flying debris, packages or equipment will not hit them in the event of a sudden stop. Accompanying guide available. 2004, 5 minutes.

*VHS No. 650070*

### **Why Do We Drive the Way We Do? It's All About Choices**

Encourages employees to recognize that they are professional drivers and need to operate vehicles with professional attitudes and defensive-driving skills. Accompanying CD-ROM and guide available. 2005, 11 minutes.

*VHS No. 650053*

*DVD No. 450053: Closed captioned.*

### **Winter Driving**

Demonstrates basic techniques for driving safely in the winter through rain, snow and fog. Covers the laws of physics, such as traction, which govern vehicle movement. Shows both cars and trucks. 1998, 18 minutes.

*VHS No. 650046*

*DVD No. 450046*

### **Winter Driving: When the Rules Change**

Illustrates the importance of adjusting driving techniques during the winter. Also covers vehicle preparation, maintaining good visibility and survival supplies and techniques. Accompanying guide available. 2005.

*VHS No. 650076: 15 minutes.*

*DVD No. 450076: 15 minutes.*

*DVD No. 450100: Closed captioned. 10 minutes.*

*Concise version.*

### **Working Safely with Snow Plows and Other Snow Removal Vehicles**

Emphasizes that preparation is as important as safe operation when plowing snow. Covers inspections, dry runs and emergency kits as well as the basics of safe operation, sharing the road and getting stuck. 2008, 20 minutes.

*VHS No. 650096*

*DVD No. 450096*

# Video descriptions

## Electricity and Lockout/Tagout

### **New!**

#### **2012 NFPA 70E: Electrical Safety in the Workplace**

Explains in detail critical parts of NFPA 70E, and highlights the changes in the 2012 edition. Accompanying guide available. Closed captioned. 2012.  
*DVD No. 470011: 25 minutes.*  
*DVD No. 470012: 13 minutes. Concise version.*

#### **2009 NFPA 70E: Electrical Safety-Related Work Practices**

Explains the electrical practices required by the 2009 NFPA 70E code, while showing arc flash explosions, incident reenactments and flame resistant clothing tests. Accompanying guide available. Closed captioned. 2009, 25 minutes.  
*VHS No. 670067*  
*DVD No. 470067*

#### **Arc Flash: Live to Tell**

Presents guidelines based on NFPA 70E for arc flash prevention. Outlines safe work procedures, including job planning and hazard analysis, personal protective equipment and protective boundaries. Accompanying guide available. Closed captioned. 2009, 16 minutes.  
*VHS No. 670046*  
*DVD No. 470046: Includes Spanish and Portuguese versions. Includes resource material.*

#### **Arc Flash Awareness**

Features three experienced electricians who were injured in arc flash incidents as they relate how these events affected their lives. Accompanying guide available. 2007, 25 minutes.  
*DVD No. 470065*

#### **Arc Flash Safety Awareness**

Encourages qualified electrical workers to work safely around electricity by following the requirements of NFPA 70E and OSHA. Covers approach boundaries, energized electrical work permits, hazard analyses and personal protective equipment. Accompanying guide available. Closed captioned. 2006, 24 minutes.  
*VHS No. 670058*  
*DVD No. 470058: Includes Spanish and Portuguese versions. Includes resource material.*

#### **Birthday Wish (Both Versions)**

Dramatizes how a worker's decision to take a risk and not lock out an electrical panel affects his son's sixth birthday party. Provided in two versions with different endings. 2005, 5 minutes.  
*VHS No. 670053*

#### **Bucket Truck Shock Hazards**

Describes how the insulating ability of a typical bucket truck boom is checked and maintained. Describes how to ground the truck. Accompanying guide available. 1994, 8 minutes.  
*VHS No. 650044*

#### **Electrical Arc Flash Safety**

Provides an introduction to the prevention of arc flash incidents. Increases awareness of hazards, causes, standards and safe work practices. 2007, 13 minutes.  
*VHS No. 670063*  
*DVD No. 470063*

#### **Electrical Hazards: Avoid the Risk**

Describes how to keep safe while working with electricity by maintaining a safe work environment and using safe work practices. Accompanying guide available. 2000, 12 minutes.  
*VHS No. 670038*

### **New!**

#### **Electrical Safety**

Teaches employees how to work safely with and around electricity, including how electricity works, recognizing and avoiding common electrical hazards and dealing with an electrical accident. Accompanying guide available. 2010, 18 minutes.  
*VHS No. 670017*  
*DVD No. 470017: Closed captioned.*

#### **Electrical Safety**

Explains the basics of electricity and safe work practices around electricity for general industry. Includes brief question-and-answer segments throughout video. 2000, 20 minutes.  
*VHS No. 670037*

**Electrical Safety: Basic Principles**

Describes basic electrical safety principles and procedures, including electrical circuits, grounding and circuit-protection devices. Accompanying guide available.

15 minutes.

VHS No. 670040: 2000.

DVD No. 470040: 2004. Includes Spanish and Portuguese versions. Includes resource material. Closed captioned.

**Electrical Safety: Controlling the Hazards**

Discusses how electricity works and its hazards to the body. Presents best safety practices to control four common electrical hazards: contact with power lines, ground fault protection, broken path to ground and using extension cords or electrical tools improperly. Accompanying guide available. Closed captioned. 2002, 13 minutes.

VHS No. 670015

DVD No. 470015: Includes Spanish version. Closed captioned in both English and Spanish.

**Electrical Safety: NFPA 70E**

Presents safe work practices for electrical workers as recommended by NFPA 70E. Addresses working on energized equipment, approach boundaries and personal protective equipment. Accompanying guide available. 2009, 17 minutes.

VHS No. 670010

DVD No. 470010: Includes Spanish version. Closed captioned in both English and Spanish.

**Electrical Safety: Preventing the Shock of a Lifetime**

Covers electrical safety topics, such as qualified versus unqualified employees, training, de-energizing equipment, safe work practices, using portable equipment and personal protective equipment. Accompanying guide available. 1998, 16 minutes.

VHS No. 670043

**Electrical Safety: What Everyone Should Know**

Familiarizes viewers with how electricity works, the effects of electric shock on the body and how to work safely with electrical equipment and tools. Accompanying guide available. Closed captioned. 2010, 17 minutes.

VHS No. 670070

DVD No. 470070

**Electrical Safety: Working Around Live Circuits**

Reviews safe work practices for qualified electrical workers while working around live circuits. Accompanying guide available. 2000, 7 minutes.

VHS No. 670039

**Electrical Safety for Non-Electricians**

Introduces electrical safety, defining terms, discussing hazards, showing examples of unsafe and safe behaviors, and demonstrating how to respond to an accident. Accompanying guide available. 2002, 18 minutes.

VHS No. 670042

DVD No. 470042

**Electrical Safety in the Workplace**

Presents basic facts and rules about electricity, effects of electricity on the human body, common electrical hazards in the workplace and hazard control. 1999, 22 minutes.

VHS No. 670035

**Energized Electrical Work Permit**

Explains to qualified electrical workers what an energized electrical work permit is, as required by NFPA 70E. Shows how to prepare for working on or near energized electrical parts or systems. Accompanying guide available. Closed captioned. 2004, 16 minutes.

VHS No. 670050

**High Impact Safety Training for Qualified Electrical Workers**

Covers safe work practices for qualified electrical workers, including personal protective equipment, approach boundaries, performing live work and de-energizing equipment to minimize burn and shock hazards. Accompanying guide available. 2002, 20 minutes.

VHS No. 670004

**Laboratory Safety Series: Electrical Safety in the Laboratory**

Encourages safe electrical work practices in the laboratory. Covers the fundamentals of electrical current and grounding, the use of electrical equipment around flammables and the procedures for electrical emergencies. Accompanying guide available. Closed captioned. 2011, 12 minutes.

DVD No. 470071

**Lockout-Tagout**

Covers the hazards associated with the accidental release of energy, the proper lockout/tagout procedures to ensure a zero energy state and proper start-up procedures. Accompanying CD-ROM and guide available. 2005, 14 minutes.

VHS No. 670062

DVD No. 470062

# Video descriptions

## **Lockout/Tagout: Affected Employees**

Defines lockout/tagout, and the difference between authorized and affected employees. Explains the various types of LO/TO devices, and how LO/TO affects those who work around equipment being serviced. 2005, 7 minutes. VHS No. 670057: *Accompanying guide available.* VHS No. 670054: *Includes English and Spanish versions. Accompanying guides available in English and Spanish.* DVD No. 470057: *Accompanying CD-ROM and guide available. Closed captioned.*

## **Lockout/Tagout: Authorized Employees**

Defines lockout/tagout, and the difference between authorized and affected employees. Discusses types of energy and how to control it. Demonstrates the steps of the LO/TO process. Geared to authorized employees. 2005, 16 minutes. VHS No. 670056: *Accompanying guide available.* VHS No. 670055: *Includes English and Spanish versions. Accompanying guides available in English and Spanish.* DVD No. 470056: *Accompanying CD-ROM and guide available. Closed captioned.*

## **Lockout Tagout: Controlling the Beast**

Teaches the basic concepts of hazardous energy and lockout/tagout. Presents a six-step procedure required for controlling hazardous energy. Accompanying CD-ROM and guide available. Closed captioned. 20 minutes. VHS No. 670041: 1998. DVD No. 470041: 2004. *Includes Spanish and Portuguese versions. Includes resource material.*

## **Lockout/Tagout: Employee Awareness**

Educates affected employees about the importance of lockout/tagout procedures and describes their role in preventing hazardous energy releases. Accompanying guide available. 2009, 14 minutes. VHS No. 670069 *Includes Spanish version. Closed captioned in both English and Spanish.*

## **Lockout/Tagout: Lightning in a Bottle**

Discusses OSHA's lockout/tagout standard, including the six steps for proper lockout/tagout, and the three steps for safe removal and re-energizing. Accompanying guide and CD-ROM available. Closed captioned. 2006, 15 minutes. VHS No. 670059 *Includes Spanish and Portuguese versions. Includes resource material.*

## **New!**

### **Lockout Tagout: Make No Mistake**

Stresses the importance of performing lockout/tagout correctly and completely by following seven crucial steps for de-energizing equipment. Describes the forms of hazardous energy and the various lockout/tagout devices. Includes resource material. Accompanying guide available. Closed captioned. 2012, 17 minutes. VHS No. 670074 DVD No. 470074

## **Lockout/Tagout: When Everyone Knows**

Outlines the steps in a lockout/tagout process and emphasizes the importance of following these procedures. 2002, 7 minutes. VHS No. 670044

## **Lockout/Tagout: Your Key to Safety**

Emphasizes the fundamentals of a proper lockout/tagout procedure and the recognition of hazards. Addresses the training needs of all employees, whether authorized, affected or other. Accompanying CD-ROM and guide available. Closed captioned. 2006, 19 minutes. VHS No. 670064 DVD No. 470064: *Includes resource material.*

## **Lockout/Tagout Awareness**

Presents overview of lockout/tagout procedures, including why they are important and the employee's role in preventing injuries due to accidental release of hazardous energy. Accompanying guide available. Closed captioned. 1998, 10 minutes. VHS No. 670034

## **Lockout Tagout Compliance**

Explains step-by-step proper lockout/tagout procedures. Accompanying guide available. 1999, 13 minutes. VHS No. 670033

## **Lockout/Tagout Training for Employees**

Reviews lockout/tagout procedures used to control hazardous energy. Also covers the energy control plan, situations requiring lockout/tagout, lockout/tagout devices and special situations. Accompanying guide available. 2008, 16 minutes. VHS No. 670066 DVD No. 470066: *Closed captioned.*

### **Lockout Tagout Would Have Saved His Life**

Describes the purpose of lockout/tagout, the types of hazardous energy sources and energy isolating devices, and the procedures for conducting a proper lockout. Tells the story of Doug Gatewood who lost his life while performing maintenance on a machine. Accompanying guide available. Closed captioned. 2008, 20 minutes.

*VHS No. 670048*

*DVD No. 470048*

### **Lockout Tragedy**

Tells the story of Michael Fitch, a young worker who died in an accident involving improper lockout procedures. Closed captioned. 2001, 16 minutes.

*VHS No. 670049*

### **Mark Standifer Story: Lessons Learned from an Arc Flash Tragedy**

Relates the story of Mark Standifer, who was burned badly in an arc blast accident. Discusses how to prevent arc flash incidents, through arc hazard analysis, arc hazard boundaries and flame-resistant clothing, as required by NFPA 70E. Accompanying guide available. 2004, 19 minutes.

*VHS No. 670045*

*DVD No. 470045: Closed captioned.*

### **Mark Standifer's Electrical Safety Briefing**

Features Mark Standifer, a survivor of an arc flash, speaking on the importance of wearing the personal protective equipment and clothing required by NFPA 70E while performing electrical work. Accompanying guide available. Closed captioned. 2009, 19 minutes.

*VHS No. 670068*

*DVD No. 470068*

## **New!**

### **More High-Impact Lockout/Tagout Safety Training**

Provides a basic understanding of the key elements in the lockout/tagout process. Features re-enactments of improper lockout/tagout operations. Offers choice of graphic and non-graphic versions. Accompanying guide available. Closed captioned. 2012.

*DVD No. 470072: 21 minutes.*

*DVD No. 470073: 10 minutes. Concise version.*

### **NFPA 70E: Safety Requirements for Electricians**

Demonstrates for electrical engineers, electricians and maintenance crews the steps to create an electrically safe work condition as required by OSHA and described in NFPA 70E. Accompanying guide available. 2007, 18 minutes.

*VHS No. 670060: Closed captioned.*

*DVD No. 470060*

### **Shock Proof: Electrical Safety - Qualified Employee**

Discusses electrical hazards faced by qualified electrical workers, including arc flash and the safety procedures necessary to reduce risk. Addresses NFPA 70E requirements. Accompanying guide available. Closed captioned. 2004, 21 minutes.

*VHS No. 670051*

### **Shock Proof: Electrical Safety - Unqualified Employee**

Explains why electricity is hazardous and how employees can protect themselves from electrical hazards. Geared to manufacturing workers. Accompanying guide available. Closed captioned. 2004, 16 minutes.

*VHS No. 670052*

## **Ergonomics and Office Safety**

### **Back in Action**

Features a group of co-workers making a documentary about back safety. Covers anatomy of the back, warning signs of potential injury, risk factors and preventive measures. Accompanying guide available. Closed captioned. 2010, 20 minutes.

*VHS No. 640001*

*DVD No. 440001*

### **Back Injury Prevention**

Presents general guidelines for back injury prevention, including regular exercise and good body mechanics while sitting and lifting. Accompanying guide available. 1999, 15 minutes.

*VHS No. 640041*

*DVD No. 440041: Closed captioned.*

# Video descriptions

## **Back Owner's Guide to Lifting & Stretching**

Encourages viewers to remember three principles that can make lifting less demanding on the back. Explains how warming up and stretching prepares the muscles for a task. Accompanying guide available. 2008, 16 minutes.  
VHS No. 640071

VHS No. 640072: *In Spanish. Accompanying guide available in Spanish.*

DVD No. 440071

DVD No. 440072: *In Spanish. Accompanying guide available in Spanish.*

## **Back Safety: Lift for Life**

Explains how back injuries can be prevented. Recommends maintaining a neutral posture, reducing the hazard through the use of mechanical aids, assessing the lift and using safe lifting techniques. Accompanying guide available. 2008, 15 minutes.

VHS No. 640074

DVD No. 440074: *Includes Spanish version. Closed captioned in both English and Spanish.*

## **Back Safety: Proper Lifting Procedures**

Provides guidelines, and demonstrates techniques for lifting and moving safely. Explains how to minimize the stress placed on the lower back. 2005, 17 minutes.

VHS No. 640067

DVD No. 440067

## **Back Safety for First Responders**

Discusses how first responders can minimize the risk of back injury. Aimed at EMTs, firefighters, police and HazMat teams. Contains a bonus segment on back exercises. Accompanying guide available. Closed captioned. 2003, 15 minutes.

VHS No. 640061

DVD No. 440061: *Includes Spanish version.*

## **Back to Basics**

Presents a quick-paced program that tests viewer's knowledge, reinforces existing training, and introduces important new concepts for preventing back injuries. Provides information on manual material handling, techniques involving good ergonomic design, safe lifting practices and exercise. Accompanying guide available. 1995, 18 minutes.

VHS No. 640025

DVD No. 440025

## **Elements of Ergonomics:**

### **Basics of Ergonomics, and Elements of an Ergonomics Program**

Contains two parts. The first program introduces ergonomics and cumulative trauma disorders. The second program describes how to start an ergonomics program, including action plan, task analysis, quick fixes and monitoring progress. Geared to workers. Accompanying guide available. Closed captioned. 1995, 25 minutes.

VHS No. 640026

### **Ergonomic Essentials for the Office**

Provides thorough guidance for adjusting the office workstation. Features case studies addressing common problems and demonstrates stretching exercises.

Accompanying guide available. 2009, 18 minutes.

VHS No. 640077

DVD No. 440077: *Closed captioned in both English and French.*

### **Ergonomic Programs that Work**

Demonstrates elements of successful ergonomics programs through case studies of four manufacturing companies. Includes interviews with those involved, including representatives from management, labor and OSHA. Closed captioned. 1999, 21 minutes.

VHS No. 640040

## **New!**

### **Ergonomics**

Introduces viewers to the principles and processes of ergonomics. Describes ergonomic factors and the process of identifying ergonomic problems, making improvements and evaluation. 2011, 8 minutes.

DVD No. 440089

### **Ergonomics: Solving the Puzzle**

Explains the benefits of workplace ergonomics programs. Covers signs, symptoms and causes of musculoskeletal disorders, common solutions to prevent them and why employee involvement is crucial. Geared to workers. Accompanying guide available. Closed captioned. 18 minutes.

VHS No. 640047: 2000.

VHS No. 640062: 2000. *In Spanish.*

DVD No. 440047: 2004. *Includes Spanish and Portuguese versions. Includes resource material.*

**Ergonomics: The 24-Hour Body**

Encourages viewers to use good body mechanics on and off the job to prevent musculoskeletal disorders. Accompanying guide available. Closed captioned. 2001, 18 minutes.

VHS No. 640073

DVD No. 440073: Includes Spanish and Portuguese versions. Includes resource material.

**Ergonomics Awareness**

Illustrates risk factors for injury and recommended solutions with examples from a variety of workplaces. Includes worker testimonials about ergonomic improvements. Discusses symptoms of work-related musculoskeletal disorders. Produced for use in Washington. 26 minutes.

VHS No. 640003: 2002.

DVD No. 440003: 2005. Includes 14-minute Dr. Ergo version.

**Ergonomics Awareness**

Describes the nature of cumulative trauma disorders, components of ergonomics programs and the importance of early reporting of problems. 1998, 11 minutes.

VHS No. 640035

**Ergonomics Awareness for Supervisors**

Provides supervisors and managers with introductory information about cumulative trauma disorders and effective workplace ergonomics programs. Accompanying guide available. 1998, 17 minutes.

VHS No. 640051

**Laboratory Safety Series: Laboratory Ergonomics**

Teaches laboratory employees how good body mechanics and a properly arranged workstation can prevent injuries. Discusses the positioning of tools and materials, maintaining a neutral body position, glove fit, lifting and how to avoid eye, neck and back strain. Accompanying guide available. Closed captioned. 2011, 12 minutes.

DVD No. 440084

**Levantarse Correctamente En La Industria (Safe Lifting for Industry)**

Demonstrates safe lifting techniques, mechanics of the spine and poor practices that you should correct. Covers risk analysis, workplace modification and exercises. In Spanish. Accompanying guide available in Spanish. 1998, 22 minutes.

VHS No. 640037

**Making It Fit: Improving Our Office Comfort**

Explains how to set up office equipment such as chairs and computer monitors to avoid fatigue and strain. Emphasizes the importance of posture, neutral position and moving our bodies as we work. Accompanying guide available. Closed captioned. 2011, 16 minutes.

DVD No. 440064

**Manual Handling**

Discusses how to deal with manual materials handling in the workplace by taking the viewer through the steps to assess and reduce the risks associated with this common activity. 2002, 11 minutes.

VHS No. 640060

**Manual Material Handling Safety**

Shows safe manual lifting and material stacking techniques and the safe use of hand trucks and manual pallet jacks. Accompanying guide available. 2009, 14 minutes.

VHS No. 630004

DVD No. 430004: Includes Spanish version. Closed captioned in both English and Spanish.

**Material Handling for Industry 2012**

Raises awareness of the impact of musculoskeletal disorders on employees in warehouses and manufacturing. Describes how the back works and the risks for material-handling injuries. Demonstrates the principles of safe material handling. Accompanying guide available. Closed captioned. 2010, 22 minutes.

VHS No. 640083

DVD No. 440083

**Muscle Strains and Sprains: Preventive Stretching**

Explains how muscles work and describes risk factors that can cause muscle strains and sprains. Demonstrates 12 recommended stretching exercises. Accompanying guide available. Closed captioned. 1999, 20 minutes.

VHS No. 630065

**Office Ergonomic Task Analysis**

Describes how the four steps of ergonomic task analysis are applied to risk factors specific to offices. Accompanying guides available. Closed captioned. 2000, 13 minutes.

VHS No. 640045

**Office Ergonomics**

Looks at the common health problems of office workers. Explains how to control these problems through ergonomic measures, such as adjustable workstations, reducing glare and noise, and other work environment improvements. Accompanying guide available. 2000, 21 minutes.

VHS No. 640039

# Video descriptions

## **Office Ergonomics: Adjusting Your Workstation and Postures**

Demonstrates how to adjust your computer workstation to fit your body, a five-step process that involves the chair, keyboard, monitor, accessories and taking breaks. 2011, 14 minutes.  
VHS No. 640085  
DVD No. 440085

## **Office Ergonomics: If Only Your Computer Could Talk ...**

Uses humor to present information on computer workstation ergonomics, including risk factors, signs, symptoms, health effects and solutions. Accompanying guide available. 1998, 18 minutes.  
VHS No. 640028

## **Office Ergonomics Today**

Discusses the causes and risk factors of musculoskeletal disorders in the office. Recommends best safety practices, such as proper posture, organizing the workstation and exercises to relieve stress. Accompanying guide available. 2004, 18 minutes.  
VHS No. 640063: *Closed captioned.*  
DVD No. 440063: *Includes Spanish version. Closed captioned in English and Spanish.*

## **Office Injury Prevention**

Stresses the importance of a good safety attitude in preventing office injuries. Covers housekeeping, lifting, ergonomics, hygiene, emergency response and slips, trips and falls. Accompanying guide available. Closed captioned. 2009.  
VHS No. 640075: *18 minutes.*  
DVD No. 440075: *18 minutes.*  
DVD No. 440076: *9 minutes. Concise version.*

## **Office Manual Handling: The New Approach**

Describes common office hazards, which can lead to musculoskeletal disorders, and ways to minimize the dangers through risk assessment, redesign, mechanical assistance, correct manual handling techniques and exercises. Accompanying guide available. 2003, 17 minutes.  
VHS No. 640049  
DVD No. 440049

## **Office Safety: It's Not Magic**

Presents office safety information in an entertaining fashion using magic tricks. Accompanying CD-ROM and guide available. 2007, 14 minutes.  
VHS No. 640068  
DVD No. 440068

## **Office Safety Essentials**

Discusses a variety of office safety topics, from workstation ergonomics to lifting to emergency response. Accompanying guide available. 1999, 20 minutes.  
VHS No. 640050

## **Out of the Office: Ergonomics for the Mobile Worker**

Raises awareness about the proper use of mobile equipment such as laptops, tablets and smart phones to avoid strain, stress and fatigue. Discusses posture, work environment, specific concerns with each type of mobile device and the importance of positioning, moving and stretching. Accompanying guide available. Closed captioned. 2011, 16 minutes.  
DVD No. 440024

## **Overexertion: Injury Prevention**

Creates awareness of the risk factors for strains and sprains. Encourages best practices that address posture, lifting and stretching. Accompanying CD-ROM and guide available. 2004, 14 minutes.  
VHS No. 640069  
DVD No. 440069

## **Principles of Office Ergonomics**

Discusses the basics of ergonomics in today's office, including neutral position, keyboards, glare, movement and stretching. Suggests solutions to common problems. Accompanying guide available. Closed captioned. 2001, 12 minutes.  
VHS No. 640048

## **Principles of Safe Lifting and Carrying**

Demonstrates techniques for lifting and carrying to prevent injuries to the back. Describes the role of the spine, what to do before a lift and factors that govern manual handling. 2010, 15 minutes.  
DVD No. 440082

## **Safe Manual Handling**

Describes how injuries are caused by manual handling, and outlines a logical process for prevention. 2010, 10 minutes.  
DVD No. 440081

## **New!**

### **Soft Tissue Injury Prevention**

Raises awareness for construction workers about preventing musculoskeletal disorders. Describes risk factors, safe work practices and wellness concepts. Includes scenarios showing ways tasks can be made less stressful on the body. Includes Spanish version. Accompanying guide and CD-ROM available. 2005, 22 minutes.  
DVD No. 440004

## **New!**

### **Stretch & Flex: A Program to Reduce WMSDs**

Promotes the effectiveness of work site stretching programs for construction workers. Contains four modules, one each for management and supervisors, and two for employees. Demonstrates a series of stretching exercises designed to reduce work-related musculoskeletal disorders. 2009, 44 minutes.

*DVD No. 440002*

### **Stretching Out at Work**

Encourages viewers to stretch and warm up at work to reduce the risk of injury and to be more productive.

Demonstrates a variety of stretches. 2000, 12 minutes.

*VHS No. 640059*

### **Take Five (Modules 1, 2, 3)**

Contains three separate segments: lifting, basic principles of ergonomics and stretching. Presented by an occupational therapist. 1999, 24 minutes.

*VHS No. 640057*

### **Take Five (Modules 4, 5)**

Features separate segments on sitting and standing.

Presented by an occupational therapist. 1999, 16 minutes.

*VHS No. 640058*

### **Understanding Musculoskeletal Disorders (MSD)**

Introduces employees to the subjects of MSDs and ergonomics. Discusses signs, symptoms and types of MSDs, risk factors and ergonomic solutions. 2001, 16 minutes.

*VHS No. 640046: Accompanying guide available. Closed captioned.*

*VHS No. 640066: In Spanish. Accompanying guide available in Spanish.*

### **Understanding Safety in the Office**

Provides an overview of office safety topics, including housekeeping, your workstation, material handling, emergency response, security and violence. Accompanying guide available. 2006, 20 minutes.

*VHS No. 640070*

*DVD No. 440070: Closed captioned.*

## **Fire Safety and Emergency Preparedness**

### **Beverly Hills Supper Club Fire**

Documents fire safety code violations which led to northern Kentucky's Beverly Hills Supper Club tragedy in 1977. 1979, 14 minutes.

*VHS No. 610019*

### **Building and Office Evacuation**

Describes what is required to evacuate the workplace quickly and safely. Covers the need for an emergency evacuation plan, an evacuation team, employee awareness, training and practice drills. 2011, 9 minutes.

*DVD No. 410056*

### **Combustible Dust: Incident Prevention**

Encourages viewers to understand the hazards of combustible dust, including the dust explosion pentagon, preventive measures, safe work practices and emergency procedures. Accompanying guide available. 2008, 12 minutes.

*VHS No. 610044*

*DVD No. 410044: Includes Spanish version. Closed captioned in both English and Spanish.*

### **Combustible Dust: Up In A Flash**

Raises awareness about the dangers of combustible dust. Encourages the identification of dust hazards and describes control measures such as routine inspections, housekeeping and explosion protection systems. Accompanying guide available. Closed captioned. 2008, 13 minutes.

*VHS No. 610043*

*DVD No. 410043: Includes Spanish and Portuguese versions. Includes resource material.*

### **Disaster Safety: Aftermath and Cleanup**

Introduces safety issues for workers involved in cleanup operations after disasters. Includes the recognition and control of physical and health hazards, personal protective equipment and stress. Accompanying guide available. Closed captioned. 2006, 17 minutes.

*VHS No. 690159*

*DVD No. 490159: Includes Spanish version. Includes resource material.*

### **Emergency Evacuation: Getting Out Alive**

Teaches employees how to respond appropriately to emergencies such as fires, earthquakes, hazardous materials incidents and explosions. Geared to industrial and office workers. Accompanying guide available. Closed captioned. 2001, 16 minutes.

*VHS No. 690171*

*DVD No. 490171: Includes Spanish and Portuguese versions. Includes resource material. Accompanying guide available in Spanish.*

# Video descriptions

## **Emergency Evacuation of the Facility**

Demonstrates to corrections and detention officers in prisons and jails the steps to follow during an emergency evacuation. Emphasizes the need for safety, security and preparation. Accompanying guide available. 2002, 9 minutes.

VHS No. 690157  
DVD No. 490157

## **Emergency Evacuations from Multi-Story Buildings**

Presents emergency evacuation information specifically for those who work in multi-story buildings. Accompanying guide available. 2002, 6 minutes.

VHS No. 610040  
DVD No. 410040

## **Emergency Preparedness**

Discusses how to recognize and respond to workplace emergencies, such as medical emergencies, severe weather and chemical spills. Accompanying guide available. 1994, 14 minutes.

VHS No. 690099

## **Emergency Preparedness: A Supervisor's Role**

Emphasizes management's responsibility to identify, prepare and implement plans for all types of emergencies. Addresses workplace violence, tornadoes, floods, fire and power outages. 2005, 34 minutes.

VHS No. 690163  
DVD No. 490163

## **Emergency Preparedness: An Employee's Responsibility**

Addresses the personal roles and responsibilities of employees for emergency preparedness. Includes terrorism, fire, floods and workplace violence. 2004, 26 minutes.

VHS No. 690164  
DVD No. 490164

## **Fire Extinguisher Basic Training**

Shows how to use fire extinguishers properly and safely. Describes the five basic classes of fire, when to use an extinguisher and the PASS method.

Accompanying guide available. Closed captioned. 2009.

VHS No. 610047: 14 minutes.

DVD No. 410047: 14 minutes.

DVD No. 410048: 10 minutes. Concise version.

## **Fire Extinguisher Classification**

Emphasizes the importance of reading the labels on fire extinguishers to ensure the operator uses the correct type on the fire. Accompanying guide available. 2002, 5 minutes.

VHS No. 610032

## **New!**

### **Fire Extinguishers**

Provides the information needed to select and safely use a portable fire extinguisher. Describes how to operate the most commonly used extinguishers to put out the various classes of fire.

Accompanying guide available. 2012, 15 minutes.  
DVD No. 410003

### **Fire Extinguishers: Ready to Respond**

Demonstrates how to deal with each of the five classes of fire with the appropriate fire extinguisher. Accompanying guide available. Closed captioned. 2007, 13 minutes.

VHS No. 610041  
DVD No. 410041

### **Fire Extinguishers: The First Thirty Seconds**

Addresses the importance of sizing up a fire before attempting to fight it. Discusses when and how to use a fire extinguisher, as well as when not to use it. Explains how to match the extinguisher to the class of fire. Accompanying guide available. 1998, 13 minutes.

VHS No. 610033

### **Fire Extinguishers: Your PASS to Safety**

Discusses the four elements of fire, the classes of fire and the proper use of the various types of fire extinguishers. Accompanying guide available. Closed captioned. 10 minutes.

VHS No. 610031: 2002.

DVD No. 410031: 2004. Includes Spanish and Portuguese versions. Includes resource material.

### **Fire Prevention: It's Up to You**

Explains the nature of fire, types of fire hazards, fire prevention responsibilities of employers and employees, and what to do in case of fire. Accompanying guide available. 1998, 14 minutes.

VHS No. 610025

### **Fire Protection and Prevention**

Provides industrial fire safety information, covering basic fire principles; fire protection and prevention systems and procedures; fire hazards; evacuation; use of fire extinguishers; and specific hazards involving machinery, electrical equipment, hot work, etc. 20 minutes.

VHS No. 610024: 1997. Accompanying guide available.

VHS No. 610029: 1999. In Spanish. Accompanying guide available in Spanish.

**Fire Safety**

Addresses workplace fire safety, including causes and types of fires, prevention tips, what to do if you discover fire, fire extinguisher use and evacuation. 2000, 18 minutes.

VHS No. 610027

**Fire Safety and Evacuation: Keeping Your Workplace Safe**

Teaches office workers the specifics of fire prevention and safety, the use of fire extinguishers and evacuation practices. Addresses electrical issues such as power strips, space heaters and kitchen appliances in break rooms. 2009, 16 minutes.

DVD No. 410055

**Fire Safety & Firewatch**

Examines the requirements and responsibilities of a fire watch during hot work. Covers hot work permits, the use of fire extinguishers and fire prevention. Aimed at the oil and gas industry. Accompanying guide available. 2010, 25 minutes.

DVD No. 410053

**Fire Safety for Industrial Workers**

Describes the safe work practices employees should follow to reduce the risk of industrial fires. Addresses housekeeping, hazardous materials and static electricity. Reviews what to do if a fire should break out. Covers evacuation procedures and fire extinguishers. Accompanying guide available. Closed captioned. 2010.

VHS No. 610051: 19 minutes.

DVD No. 410051: 19 minutes.

DVD No. 410050: 10 minutes. Concise version.

**Fire Safety for Schools: Sound the Alarm!**

Presents fire safety information for school employees. Covers emergency evacuation procedures and precautions, as well as fire-prevention responsibilities and use of fire extinguishers. Accompanying guide available. 1998, 16 minutes.

VHS No. 610028

**High Rise Evacuation**

Details what workers in high-rise buildings should do when ordered to evacuate because of a fire or other emergency. Accompanying guide available. Closed captioned. 2002, 18 minutes.

VHS No. 610030

**Hot Work Management:****Safe Welding/Cutting/Brazing**

Describes the four components of hot work management — permit program, hazard awareness, personal protective equipment and emergency response. Accompanying guides available. 1998, 15 minutes.

VHS No. 620273

**Hot Work Permit**

Explains the hot work permit system, hazards of hot work, protective clothing and other recommended personal protective equipment, and safe work practices while performing hot work. Accompanying guide available. 2000, 12 minutes.

VHS No. 620274

**Incident Command System: When Duty Calls**

Describes the incident command system and its relationship with the National Incident Management System. Discusses how public and private emergency responders at all levels organize to work together to manage all types of domestic incidents. Accompanying guide available. Closed captioned. 2006, 20 minutes.

VHS No. 690161

DVD No. 490161: Includes Spanish version. Includes resource material.

**Industrial Fire Prevention**

Demonstrates how fires start, how to extinguish them and how to prevent them in an industrial environment. Covers flashpoints, classes of fire, fire extinguisher use, flammable materials, sparks and evacuation. Accompanying guide available. 2003, 21 minutes.

VHS No. 610035

DVD No. 410035: Closed captioned.

**Lessons from Ground Zero: Emergency Action Plan**

Uses the experience of the aftermath of the World Trade Center disaster to illustrate the need for organizations to have emergency action plans that effectively address any potential emergencies. Includes Spanish and Portuguese versions. Includes resource material. Accompanying guide available. Closed captioned. 2004, 30 minutes.

DVD No. 490218

**Lessons from Ground Zero: Evacuation**

Emphasizes how good evacuation plans and regular evacuation drills save lives. Features interviews with survivors of the World Trade Center emergency evacuations in 1993 and 2001. Includes Spanish and Portuguese versions. Includes resource material. Accompanying guide available. Closed captioned. 2004, 23 minutes.

DVD No. 490219

# Video descriptions

## **Office Building Fire Safety – Low Rise**

Discusses fire safety issues for office workers in low-rise buildings, including prevention, detection, extinguishing fires, floor wardens and evacuation. Accompanying guide available. Closed captioned. 2007, 15 minutes.  
*DVD No. 410042*

### **New!**

#### **Office Fire Management**

Prepares office workers to take appropriate action should they discover a fire. Demonstrates the use of fire extinguishers and fire hoses.  
Accompanying guide available. 2012, 10 minutes.  
*DVD No. 410004*

## **Planning for Disaster: Tornadoes**

Presents tornado safety information for the workplace. Covers preparedness, response and recovery. 10 minutes.  
*VHS No. 690112: 1995.*  
*DVD No. 490112: 2009. Closed captioned.*

### **New!**

#### **Portable Fire Extinguishers: Protecting People and Property**

Helps viewers identify when they should fight and when they should flee a fire. Discusses fire characteristics, types of extinguishers and their inspection and maintenance, and how to put out a fire. Includes Spanish and Portuguese versions. Includes resource material. Closed captioned. 2012, 16 minutes.  
*DVD No. 410002*

## **SEAJ Special Report: Disaster Preparedness**

Presents three segments on disaster-prevention issues in the workplace: importance of emergency action plans, benefits of fire drills and what to do in case of a fire, and how to handle suspicious packages. 2001, 20 minutes.  
*VHS No. 690021*

## **Severe Weather Alert: Are You Prepared?**

Explains general safety practices and procedures related to severe thunderstorms and tornadoes encountered at home, work, school or on the road. Accompanying guide available. 2003, 15 minutes.  
*VHS No. 690038*  
*DVD No. 490038: Closed captioned.*

## **Static Electricity**

Examines the potential hazards of static electricity, ways to control it and a number of important precautions when working in flammable atmospheres.  
Accompanying guide available. 2006, 13 minutes.  
*VHS No. 610039*  
*DVD No. 410039*

## **Stop It Burning**

Presents information on components and classification of fire, effective firefighting techniques and use of fire extinguishers. 2000, 16 minutes.  
*VHS No. 610011*

## **Tornados: Be Prepared!**

Explains the nature and causes of tornados, as well as precautions to follow when responding to tornado watches and warnings. Accompanying guide available. 1992, 15 minutes.  
*VHS No. 690122*

## **Using Fire Extinguishers**

Gives an overview of the proper use of fire extinguishers. Discusses location, maintenance, causes and classes of fire, types of fire extinguishers, and how to extinguish a fire. Accompanying guide available. 2005, 18 minutes.  
*VHS No. 610036*  
*VHS No. 610038: In Spanish.*  
*DVD No. 410036: Closed captioned.*

## **You Are My Sunshine**

Documents the 1972 fire in the Sunshine silver mine in Idaho with interviews of survivors and re-enactments. The tragedy led to improved mine safety conditions. 2002, 68 minutes.  
*VHS No. 610037*

## **First Aid and Health Care**

### **Avian Flu: What You Need to Know**

Gives facts about avian influenza. Discusses the risk of a pandemic and what preparations should be made both at work and at home. Accompanying guide available. Closed captioned. 2006, 13 minutes.  
*VHS No. 630108*  
*DVD No. 430108: Includes Spanish and Portuguese versions. Includes resource material.*

**BBP In Your World: Don't Risk It**

Provides health-care workers with strategies for reducing the risk of exposure to bloodborne pathogens. Covers standard precautions, engineering controls, safe work practices, personal protective equipment, housekeeping and exposure procedures. Accompanying guide available. Closed captioned. 2007, 22 minutes.

VHS No. 630124

DVD No. 430124: Includes Spanish and Portuguese versions. Includes resource material.

**Be Safe at Work: Safety Orientation for Workers in Long-Term Care**

Provides general safety orientation for employees of nursing homes. Covers many common hazards, such as back injuries, glove removal and medical waste. Accompanying guide available. 1996, 16 minutes.

VHS No. 630074

**Beat the Heat: Preventing & Treating Heat Disorders**

Discusses the prevention and treatment of heat disorders, including thermoregulation, acclimatization, sunscreen, fitness, diet and fluids. Accompanying guide available. Closed captioned. 17 minutes.

VHS No. 630110: 1995

DVD No. 430110: 2005. Includes Spanish and Portuguese versions. Includes resource material.

**Blood Borne Pathogens**

Teaches corrections and detention officers in prisons and jails how to prevent and control bloodborne pathogens. Covers symptoms of bloodborne diseases, universal precautions, personal protective equipment and response to an incident. Accompanying guide available. 2002, 17 minutes.

VHS No. 630100

DVD No. 430100

**Bloodborne Pathogens**

Provides a general overview of bloodborne pathogens, applicable to any workplace or occupation where exposures might occur. 2000, 18 minutes.

VHS No. 630076

VHS No. 630077: In Spanish.

**Bloodborne Pathogens: A Sharper Image**

Provides health-care workers with information on preventing transmission of bloodborne pathogens, including Hepatitis B vaccination, personal protective equipment, handwashing and sharps safety. Accompanying guide available. 1999, 19 minutes.

VHS No. 630069

**Bloodborne Pathogens: Always Protect Yourself**

Urges viewers to protect themselves first before assisting a co-worker who has been injured. Covers how bloodborne diseases are transmitted and how to prevent exposure through universal precautions. Accompanying guide available. Closed captioned. 2009, 16 minutes.

VHS No. 630005

DVD No. 430005

**Bloodborne Pathogens: Exposure in the Workplace**

Raises awareness of the hazards of bloodborne pathogens and the risks to employees if they do not use universal precautions to prevent exposure. Geared to general industry workers. Accompanying CD-ROM and guide available. Closed captioned. 2007, 27 minutes.

VHS No. 630112

DVD No. 430112: Includes resource material.

**Bloodborne Pathogens: Just the Facts**

Gives workers in general industry an introduction to bloodborne pathogens. Discusses measures to prevent exposure in the workplace, especially during medical emergencies. Includes safe work practices for janitorial staff. Accompanying guide available. Closed captioned. 2008, 16 minutes.

VHS No. 630119

DVD No. 430119: Includes Spanish and Portuguese versions. Includes resource material.

**Bloodborne Pathogens: Managing the Risk**

Presents information on bloodborne pathogens for workers in general industry. Describes bloodborne diseases, methods for reducing exposure risks and what to do if exposed. Accompanying guide available. 2008, 15 minutes.

VHS No. 630011

DVD No. 430011

**Bloodborne Pathogens: Protection in the Home Care Setting**

Gives home health-care workers an introduction to bloodborne pathogens and appropriate measures to avoid exposure. Accompanying guide available. Closed captioned. 2005, 17 minutes.

VHS No. 630107

DVD No. 430107: Includes Spanish and Portuguese versions. Includes resource material.

# Video descriptions

## **Bloodborne Pathogens: Questions & Answers**

Provides a general introduction to bloodborne pathogens, including how they enter the body, how to prevent exposures, use of universal precautions, responding to co-worker injuries and cleaning up potentially infected materials. Geared to industrial workers. Accompanying guide available. 1999, 11 minutes.

*VHS No. 630064*

## **Bloodborne Pathogens: Take Precautions**

Gives facts about bloodborne pathogens for workers in general industry. Describes how to be safe in risky situations, such as accidents, during cleanup after accidents and during routine janitorial tasks. Accompanying guide available. Closed captioned. 2002, 12 minutes.

*VHS No. 630013*

## **Bloodborne Pathogens: Universal Precautions**

Explains how employees in general industry can protect themselves from bloodborne diseases by using universal precautions. Describes exposure routes, personal protective equipment, decontamination and exposure procedures. Accompanying guide available. 2008, 14 minutes.

*VHS No. 630126*

*DVD No. 430126: Includes Spanish version. Closed captioned in English and Spanish.*

## **Bloodborne Pathogens for Bus Drivers:**

### **The Route to Safety**

Provides school bus drivers with an introduction to bloodborne pathogens, including how they are spread, and how to reduce risk of infection through personal protective equipment, decontamination and personal hygiene. Accompanying guide available. 1998, 13 minutes.

*VHS No. 630081*

## **Bloodborne Pathogens for Custodians**

Discusses the three common bloodborne pathogens, how exposure to them occurs, and how custodians can reduce their risk through measures such as personal protective equipment and personal hygiene. Accompanying guide available. Closed captioned. 2004, 16 minutes.

*VHS No. 630103*

*DVD No. 430103: Includes Spanish version. Includes resource material.*

## **Bloodborne Pathogens for Fire and Rescue**

Addresses exposure to bloodborne pathogens by paramedics, firefighters and other rescue workers. Discusses bloodborne diseases and how they're spread, and recommends preventive measures. Accompanying guide available. Closed captioned. 2005, 16 minutes.

*VHS No. 630102*

*DVD No. 430102: Includes Spanish version. Includes resource material.*

## **Bloodborne Pathogens in Schools:**

### **The Fundamentals**

Teaches school employees how to avoid becoming infected with bloodborne pathogens. Covers how they are spread, standard precautions, bleeding emergencies, cleaning up and hand hygiene. Accompanying guide available. Closed captioned. 2010, 14 minutes.

*VHS No. 630131*

*DVD No. 430131: Includes Spanish version. Includes resource material.*

### **Bloodborne Pathogens Training For Employees**

Discusses the hazards associated with bloodborne pathogens, including bloodborne diseases, routes of entry, universal precautions, handling and disposal of contaminated items, responding to exposure situations and decontamination. Accompanying guide available. Closed captioned. 2008, 17 minutes.

*VHS No. 630122*

*DVD No. 430122*

### **Burn Emergencies: Prevention & Response**

Covers burns caused by fire, steam, chemicals, electricity and the sun, including recognizing and preventing burn hazards and responding to burn emergencies. Accompanying guide available. 2001, 10 minutes.

*VHS No. 630086*

### **Cold Stress**

Educates viewers about frostbite and hypothermia and their warning signs. Discusses safety measures to take to protect yourself when working in cold environments. Accompanying guide available. 2006, 16 minutes.

*VHS No. 630111*

*DVD No. 430111: Includes Spanish version. Closed captioned in English and Spanish.*

### **Combative Residents: Mirror Their Reality**

Explains the causes of combative behavior in nursing-home residents, and discusses how staff can manage and prevent it. Accompanying guide available. 1997, 23 minutes.

*VHS No. 630073*

### **Cuts and Bleeding**

Tells how to deal with bleeding injuries, from minor cuts that require only basic first aid to more serious injuries that require urgent action. Covers shock and external and internal bleeding. 2009, 8 minutes.

*DVD No. 430127*

**Electrical Burns**

Reviews the basics of first aid for electrical burns. Accompanying guide available. 2004, 5 minutes.  
VHS No. 630095

**Elements of Back Care**

Demonstrates how health-care workers can prevent back injuries through stretching and exercise, good body mechanics, and improved transfer techniques and equipment. Accompanying guide available. 2000, 18 minutes.  
VHS No. 640038

**Employee Wellness: A Way of Life**

Helps government/public employees become more aware about wellness. Provides practical steps to address stress, especially for those in high-stress jobs. Also covers shift work issues, diet, exercise and rest. Accompanying guide available. Closed captioned. 2011, 18 minutes.  
VHS No. 630134  
DVD No. 430134: Includes resource material.

**Employee Wellness: Taking Care of You**

Increases employee awareness about the steps to wellness. Covers health screenings and physical exams, stress, exercise, diet and rest. Accompanying guide available. Closed captioned. 2011, 16 minutes.  
VHS No. 630133  
DVD No. 430133: Includes resource material.

**First Aid**

Explains the role of first-aid providers in the workplace. Demonstrates steps to take, and how to provide aid. Accompanying guide available. 1998, 18 minutes.  
VHS No. 630079

**First Aid: Hands and Fingers**

Illustrates the recommended practices for providing first aid for hand and finger injuries. Covers cuts, burns and amputations. Accompanying guide available. 1995, 9 minutes.  
VHS No. 630047

**First Aid: Prepared to Help**

Introduces four emergency action principles for coming to the aid of an injured co-worker and demonstrates first aid for common injuries. Accompanying guide available. Closed captioned. 2006, 18 minutes.  
VHS No. 630099  
DVD No. 430099: Includes Spanish and Portuguese versions. Includes resource material.

**First Aid: React & Respond**

Emphasizes the importance of quickly responding to life-threatening emergencies. Provides a basic overview of rescue breathing, cardiopulmonary resuscitation (CPR) and automatic external defibrillators (AEDs). Accompanying guide available. 2008, 20 minutes.  
VHS No. 630125  
DVD No. 430125: Includes Spanish version. Closed captioned in both English and Spanish.

**First Aid: Until Help Arrives**

Features Martin L'Esperance demonstrating how to respond in a variety of emergency situations. Covers universal precautions, cardiopulmonary resuscitation (CPR), heart attacks, choking, bleeding, fractures and injury prevention. Accompanying guide available. Closed captioned. 2008, 20 minutes.  
VHS No. 630118  
DVD No. 430118

**First Aid for Chemical Burns**

Reviews the basics of first aid for chemical burns. Accompanying guide available. 2004, 5 minutes.  
VHS No. 630096

**First Response: Bleeding and Soft Tissue Injuries**

Prepares viewers for emergency situations in which someone is cut, bleeding, burned or in shock. Warning: Contains graphic images. Accompanying guide available. 2004, 26 minutes.  
VHS No. 630083

**First Response: Head and Spinal Injuries and Musculoskeletal Injuries**

Reviews how to help someone with head, spinal, bone or muscle injuries. Also covers nosebleeds and eye injuries. Warning: Contains graphic images. Accompanying guide available. 2004, 24 minutes.  
VHS No. 630085

**First Response: Medical Conditions and Poisoning**

Presents signs, symptoms and first-aid measures for anaphylactic shock, asthma, diabetic emergencies, poisoning, seizures, heat stress and hypothermia. Accompanying guide available. 2004, 28 minutes.  
VHS No. 630084

# Video descriptions

## **New!**

### **Flash Point for Healthcare**

Helps health-care workers recognize the earliest signs of potential violence and to respond appropriately to prevent escalation and minimize harm. Addresses situations with patients, visitors, intruders and co-workers. Accompanying CD-ROM available. 2011, 18 minutes.

*DVD No. 430012*

## **New!**

### **Forks Over Knives**

Examines the claim that most degenerative diseases can be controlled or prevented by adopting a whole-foods, plant-based diet. Features several leading experts on health and the stories of patients who adopted the diet. Includes bonus features. Closed captioned in both English and Spanish. 2011, 96 minutes.

*DVD No. 430016*

### **H.I.D.E. & S.E.E.K.! Eight Strategies to Prevent the Spread of Infection**

Introduces eight strategies everyone can use everyday to prevent the transmission of disease-causing bacteria and viruses. Includes hand washing, food safety at home and teaching children proper hygiene. 1997, 27 minutes.

*VHS No. 630078*

### **Hand Hygiene: For Hands that Care**

Stresses the importance of proper hand hygiene in health-care facilities. Reviews the Centers for Disease Control and Prevention hand hygiene guidelines and demonstrates effective procedures. Accompanying guide available. Closed captioned. 17 minutes.

*VHS No. 630106: 2003.*

*DVD No. 430106: 2005. Includes Spanish version. Includes resource material.*

### **Handwashing: Avoiding Germs and Viruses at Work**

Explains how hand-washing is the proven method for preventing the spread of germs in the workplace. Accompanying guide available. Closed captioned. 7 minutes.

*VHS No. 630092: 2004.*

*DVD No. 430092: 2006. Includes Spanish and Portuguese versions. Includes resource material.*

### **Hazard Communication: Chemical Safety in LTC**

Discusses the types of hazardous substances present in nursing homes and other long-term care environments. Explains how to read and use warning labels and material safety data sheets. Accompanying guide available. 1994, 15 minutes.

*VHS No. 630071*

### **Hazard Communication: You Need to Know**

Describes various settings in which health-care workers may come into contact with hazardous substances. Accompanying guide available. 1994, 17 minutes.

*VHS No. 630043*

### **Health and Hygiene Essentials for Industry**

Reinforces the principles of good health and hygiene. Discusses how infections are spread and how to guard against infectious diseases. Covers cleanliness at work, personal hygiene, food hygiene, health and fitness, and food for health. Accompanying guide available. 19 minutes.

*VHS No. 630051: 2005.*

*DVD No. 430051: 2006. Closed captioned.*

### **Health and Hygiene Essentials for the Office**

Reinforces the principles of good health and hygiene for office workers. Discusses how infections are spread and how to guard against infectious diseases. Covers cleanliness at work, personal hygiene, food hygiene, health and fitness, and food for health. Accompanying guide available. 2005, 19 minutes.

*VHS No. 630090*

### **Heat Hazards**

Identifies specific heat-related hazards and examines a range of engineering and administrative controls as well as individual behaviors that can reduce the risk of heat-related illnesses and injuries. Accompanying guide available. 2006, 17 minutes.

*VHS No. 630098*

*DVD No. 430098*

### **Heat Related Illness: Prevention and Response**

Describes the factors contributing to heat stress and the symptoms of heat-related illnesses. Recommends first-aid and prevention measures. Accompanying guide available. 2009, 8 minutes.

*VHS No. 630001*

*DVD No. 430001: Closed captioned.*

**Heat Stress: Don't Lose Your Cool**

Explains the risk factors for heat stress, symptoms and types of heat disorders and control measures. Accompanying guide available. Closed captioned. 14 minutes.  
*VHS No. 630091: 2000.*  
*DVD No. 430091: 2005. Includes Spanish and Portuguese versions. Includes resource material.*

**Heat Stress: Preventative Measures**

Addresses the causes, symptoms and prevention of heat stress disorders in both indoor and outdoor hot environments. Accompanying guide available. 2008, 15 minutes.  
*VHS No. 630120*  
*DVD No. 430120: Includes Spanish version. Closed captioned in both English and Spanish.*

**Heat Stress: Real Accidents, Real Stories**

Describes the symptoms, effects and prevention of heat stress in both indoor and outdoor workplaces. Features accounts of two actual incidents of heat stress. 2010, 15 minutes.  
*DVD No. 430129*

**Heat Stress: Staying Healthy, Working Safely**

Discusses how employees can minimize the hazards of working in hot environments. Gives the symptoms of several heat-related illnesses and recommended first aid. 2008, 14 minutes.  
*DVD No. 430002*

**Heat Stress for Public Employees: Seeing Red**

Teaches public employees about heat stress. Describes the symptoms of the different types of heat stress and how to prevent and treat heat stress. Accompanying guide available. Closed captioned. 2008, 14 minutes.  
*VHS No. 630028*  
*DVD No. 430028: Includes Spanish and Portuguese versions. Includes resource material.*

**Heat Stress Prevention**

Demonstrates how our bodies handle heat, symptoms of heat disorders and preventive measures to avoid heat stress. Accompanying guide available. Closed captioned. 1998, 14 minutes.  
*VHS No. 690044*

**Home Health Safety Orientation**

Shows health-care workers how to recognize potential dangers of working in a home-care setting. Accompanying guide available. 1996, 20 minutes.  
*VHS No. 630046*

**New!****How to Help Someone Who Uses a Wheelchair: Including Walkers, Crutches and Canes**

Demonstrates safe methods for helping those who use wheelchairs. Includes various types of transfers and the principles of body mechanics. Accompanying guide available. Closed captioned. 2009, 40 minutes.  
*DVD No. 430088*

**Hypothermia & Frostbite**

Covers the signs and symptoms of hypothermia and frostbite, preventive measures, such as appropriate clothing, and first-aid guidelines. 1998, 12 minutes.  
*VHS No. 630087*  
*DVD No. 430087*

**Infection Control in Home Healthcare: Winning the Battle**

Gives home health-care workers an introduction to infection control methods. Includes handwashing, personal protective equipment, patient care procedures, cleanup, waste disposal and isolation procedures. Accompanying guide available. Closed captioned. 2006, 19 minutes.  
*VHS No. 630105*  
*DVD No. 430105: Includes Spanish version. Includes resource material.*

**Infection Control in Long-Term Care: Protect Your Residents, Protect Yourself**

Teaches those who work in long-term care facilities how to reduce the spread of infection. Discusses common infections, how infections spread and recommended precautions, including hand hygiene, PPE, cough etiquette, sharps safety and cleaning. Closed captioned. 2010, 20 minutes.  
*VHS No. 630130*  
*DVD No. 430130: Includes additional section on hand hygiene and gloves. Includes resource material.*

**It's Your Back: Don't Break It — Back Safety for Home Care Workers**

Discusses the identification and correction of ergonomic hazards of home health-care workers, prevention of back injury through good body mechanics and use of lifting devices, exercises to improve physical fitness, and safe lifting and transfer of patients. Accompanying guide available. 1996, 20 minutes.  
*VHS No. 640036*

# Video descriptions

## **Laboratory Safety Series: Safety Showers and Eye Washes in the Laboratory**

Demonstrates how to use safety showers and eye washes in an emergency. Geared to chemical laboratories but applicable to other workplaces as well. Accompanying guide available. Closed captioned. 2011, 9 minutes.  
*DVD No. 430132*

## **MRSA and VRE Precautions: Battling Superbugs**

Shows health-care workers how to stop the spread of antibiotic-resistant bacteria. Addresses patient treatment procedures, hand hygiene and equipment decontamination. Accompanying guide available. Closed captioned. 2007, 16 minutes.

*VHS No. 630113*

*DVD No. 430113: Includes Spanish and Portuguese versions. Includes resource material.*

## **MRSA Awareness**

Focuses on community-associated methicillin-resistant staphylococcus aureus. Explains how it spreads, how to avoid exposure and what to do if you suspect you have an infection. Closed captioned. 2007, 11 minutes.

*VHS No. 630114*

*DVD No. 430114: Includes resource material.*

## **Medical Safety: New Concerns for a Growing Problem**

Teaches corrections and detention officers in prisons and jails how to prevent and control infectious diseases. Includes tuberculosis, hepatitis, sexually transmitted diseases and HIV. Accompanying guide available. 2001, 15 minutes.

*VHS No. 630101*

*DVD No. 430101*

## **Needlesticks: Avoiding Exposure**

Focuses on sharps injury prevention for health-care workers. Covers work-practice controls, sharps disposal, safer needle devices and exposure procedures. Includes Spanish version. Accompanying guide available. 2008, 15 minutes.

*VHS No. 630014*

*DVD No. 430014: Closed captioned in both English and Spanish.*

## **Nursing Homes: Hazards and Solutions**

Explains OSHA's nursing home initiative, focusing on two areas — what OSHA compliance officers will do during nursing home inspections and how to decrease injuries to nurse's aides from lifting and transferring residents. Accompanying guide available. 2000, 17 minutes.

*VHS No. 630080*

## **Patient Lifting: Safe Strategies**

Encourages health-care workers to recognize risky lifting tasks and change how they are performed. Demonstrates techniques for transfers and repositioning. Accompanying guide available. Closed captioned. 2007, 16 minutes.

*VHS No. 630123*

*DVD No. 430123: Includes Spanish version. Includes resource material.*

## **Preventing the Spread of Contagious Illness**

Presents recommended precautions to reduce the chances of being infected by swine flu, avian flu, severe acute respiratory syndrome (SARS) or methicillin-resistant staphylococcus aureus (MRSA). Describes the symptoms and ways these illnesses are spread. Accompanying guide available. Closed captioned. 2009, 21 minutes.

*VHS No. 630003*

*DVD No. 430003*

## **Respirators: Your TB Defense and TB Respiratory Protection: Administrator's Review**

Contains two programs. The first is designed to educate health-care workers on proper TB respiratory protection. The second outlines eight steps health-care facilities should take to establish a respiratory protection program for tuberculosis. 2002, 48 minutes.

*DVD No. 430066*

## **Safe Lifting in Healthcare**

Explains body mechanics, how the back works and how each health-care employee can make a proper decision when lifting, even in awkward or unusual situations. 2000, 9 minutes.

*VHS No. 630067*

## **Safety for Hospital Housekeepers**

Introduces the principles of housekeeping safety in hospitals, including the eight rules of cleaning safety and the most common hazards. 2007, 18 minutes.

*VHS No. 630115*

*VHS No. 630116: In Spanish.*

*DVD No. 430115*

*DVD No. 430116: In Spanish.*

## **Safety Showers and Eye Washes**

Presents an overview of eye washes and safety showers: how they work, how to access and use them in an emergency, and how to maintain them. Accompanying guide available. 2011, 12 minutes.

*VHS No. 630007*

*DVD No. 430007: Closed captioned.*

## **New!**

### **Shots Fired for Healthcare**

Provides guidance to health-care professionals on what to do during an active shooter event. Teaches strategies that increase the chances of survival for both caregiver and patient. Accompanying CD-ROM available. 2011, 14 minutes.  
*DVD No. 430015*

### **Slip, Slop, Slap**

Gives outdoor workers information on recognizing skin cancer and preventing overexposure to sunlight. 1991, 7 minutes.  
*VHS No. 630010*

### **Thermal Burns**

Reviews the basics of first aid for burns caused by exposure to heat. Accompanying guide available. 2004, 5 minutes.  
*VHS No. 630094*

### **Top Five Things You Need to Know About the Flu**

Recommends five measures viewers can take every day any time of year to protect themselves from colds and flu. Provides tips for maintaining a strong immune system and staying healthy. 2009, 15 minutes.  
*DVD No. 430128*

### **Understanding & Preventing Heat-Related Illnesses**

Familiarizes viewers with the symptoms of specific heat-related ailments and how to treat them. Describes how heat affects the body and the precautions necessary when working in hot environments. Accompanying guide available. Closed captioned. 2011.  
*DVD No. 430135: 16 minutes.*  
*DVD No. 430006: 9 minutes. Concise version.*

### **Violence and Home Health Care: Be Smart, Be Safe**

Presents safety practices that help home health-care workers recognize, avoid and de-escalate dangerous situations while in the field. Accompanying guide available. Closed captioned. 2005, 22 minutes.  
*VHS No. 630109*  
*DVD No. 430109: Includes Spanish version. Includes resource material.*

### **WSI: Bloodborne Pathogens**

Reviews bloodborne pathogen infection control requirements by featuring an investigation into how a worker became infected with Hepatitis B. For general industry. 2006, 17 minutes.  
*VHS No. 630104*  
*DVD No. 430104*

### **Winter Safety**

Discusses how to prevent and treat hypothermia and frostbite when working outdoors in cold weather. Accompanying guide available. 1993, 14 minutes.  
*VHS No. 690091*  
*DVD No. 490091: Includes Spanish version. Includes resource material. Closed captioned.*

### **Working Safely in Cold Weather**

Describes the four major factors contributing to cold stress as well as the symptoms, treatment and prevention of hypothermia and frostbite. Also discusses driving in winter weather. 2008, 15 minutes.  
*VHS No. 630121*  
*DVD No. 430121*

### **Working Safely in Hot Environments**

Shows how to prevent and respond to various heat-related problems, how to recognize signs and symptoms of heat stress, and how to administer first aid. Accompanying guide available. 2002, 17 minutes.  
*VHS No. 630009*

## **Industrial Hygiene**

### **ANSI Material Safety Data Sheets**

Explains the standardized format of the American National Standards Institute (ANSI) material safety data sheet which aims to make MSDSs easier to read. Describes how the 16 sections answer four basic questions about working safely with hazardous chemicals. Accompanying guide available. 2007, 13 minutes.  
*VHS No. 690181*  
*DVD No. 490181: Closed captioned.*

### **Ammonia Safety**

Explains what anhydrous ammonia is, its potential hazards and the correct safety procedures for working with it. Accompanying guide available. 2007, 20 minutes.  
*VHS No. 690179*  
*DVD No. 490179: Includes Spanish version. Closed captioned in both English and Spanish.*

### **Are You Listening, Jim...?**

Stresses that hearing loss is both permanent and preventable. Encourages viewers to protect their hearing on and off the job. Refutes common arguments against hearing conservation measures. Accompanying guide available. Closed captioned. 2011, 13 minutes.  
*DVD No. 420428*

# Video descriptions

## **Asbestos Awareness**

Covers identifying sources of asbestos, biological effects of asbestos, what to do if asbestos is released and general protective measures for asbestos-related work activities. Designed for housekeeping, custodial and other personnel. Accompanying guide available. 1995, 16 minutes. *VHS No. 620184*

## **Asbestos Awareness: Understanding the Risk**

Provides basic awareness of asbestos, its hazards and OSHA's requirements to reduce exposure. Aimed at those employees who perform custodial, maintenance or abatement duties. Accompanying guide available. Closed captioned. 2006, 26 minutes. *VHS No. 690156*  
*DVD No. 490156: Includes Spanish and Portuguese versions. Includes resource material.*

## **Atmosphere-Supplying Respirators**

Examines the use of atmosphere-supplying respirators, including when to use them, components, features of airline and self-contained breathing apparatus respirators, medical evaluation and fit testing, donning procedures, care and maintenance. Accompanying guide available. 1998, 16 minutes. *VHS No. 620242*

## **Auditory Transduction**

Takes viewers on a computer-animated technical voyage through the ear, illustrating how each part of the ear works to transmit sound to the brain. 2007, 6 minutes. *DVD No. 420392*

## **Best of Charlie**

Features Charlie Morecraft recounting his near-fatal accident at an oil refinery and the continuing consequences for himself and his family. 2010, 10 minutes. *DVD No. 490118*

## **CSB Safety Videos**

Presents 12 videos describing investigations of chemical accidents by the U.S. Chemical Safety and Hazard Investigation Board. Features computer simulations, analysis of root causes and recommendations for prevention. 2007, 126 minutes. *DVD No. 490202*

## **CSB Safety Videos 2005-2009, Disc One**

Presents 14 videos describing investigations of chemical accidents by the U.S. Chemical Safety Board, including the 2005 explosion at the BP Texas City refinery. 2009, 208 minutes. *DVD No. 490215*

## **CSB Safety Videos 2005-2009, Disc Two**

Presents seven videos describing investigations of chemical accidents by the U.S. Chemical Safety Board, including the 2008 explosion at the Imperial Sugar refinery in Port Wentworth, GA, and other combustible dust explosions. 2009, 123 minutes. *DVD No. 490216*

## **Caution: Foundry at Work**

Describes the use of engineering controls such as ventilation and isolation to protect foundry workers from such hazards as silica dust, fumes, heat and noise. 1998, 10 minutes. *VHS No. 690170*  
*DVD No. 490170: Includes Spanish version.*

## **Chemical Handling Safety: Corrosives**

Explains the hazards of solid, liquid and gaseous corrosives, safe handling, personal protective equipment and emergency response. Accompanying guide available. Closed captioned. 2003, 17 minutes. *VHS No. 690062*

## **Chemical Handling Safety: Flammables**

Demonstrates how to identify, handle and store flammable materials, and how to respond to a spill, leak or fire. Accompanying guide available. Closed captioned. 2003, 17 minutes. *VHS No. 690061*

## **Chemical Handling Safety: Solvents**

Covers health and fire hazards, and symptoms of exposure to solvents. Provides precautions for handling, storage and emergency response. Accompanying guide available. Closed captioned. 2003, 16 minutes. *VHS No. 690063*

## **Chemical Handling Safety: The Basics**

Introduces basic principles of chemical safety, including hazard identification, storage and handling, personal protective equipment and emergency procedures. Accompanying guide available. Closed captioned. 17 minutes. *VHS No. 690060: 2003.*  
*DVD No. 490060: 2004. Includes Spanish and Portuguese versions. Includes resource material.*

## **Chemical Hazards in the Workplace**

Presents basic training on hazardous chemicals, including chemical labels, material safety data sheets and the written plan required by OSHA. Provides optional test segment at end. Accompanying guide available. 2001, 20 minutes. *VHS No. 690141*  
*DVD No. 490141: Closed captioned.*

## **New!**

### **Chemical Safety**

Offers an introduction to safe chemical use in the workplace. Discusses routes of entry, control measures, work procedures, personal protective equipment and storage. Accompanying guide available. 2012, 15 minutes.  
*DVD No. 490012*

### **Chemical Spills Part 1: Emergency Preparedness**

Discusses how to prepare for a chemical spill and how to deal with a spill or release emergency. Accompanying guide available. 2001, 5 minutes.  
*VHS 690147*

### **Chemical Spills Part 2: Control Procedures**

Explains how to contain and clean up an incidental chemical spill (one that does not require a full-scale response team). Accompanying guide available. 2001, 5 minutes.  
*VHS No. 690148*

### **Chlorine Safety for Water and Wastewater Operators**

Provides guidelines for the safe handling and use of chlorine at water and wastewater treatment facilities. Addresses health effects, personal protective equipment, transportation, connecting and disconnecting containers, minor leaks and site security. Includes resource material. 2009, 30 minutes.  
*DVD No. 490004*

### **Chlorine System Safety**

Describes how to make systematic evaluation of a chlorine system, determine problem areas and plan for emergencies. Accompanying guide available. 1993, 19 minutes.  
*VHS No. 690096*

### **Compressed Gas Cylinders**

Presents safe work practices for the handling and use of compressed gas cylinders. Includes mechanical and chemical hazards, inspections, testing, storage and transportation. Accompanying guide and CD-ROM available. 14 minutes.  
*VHS No. 690034: 2000.*  
*DVD No. 490034: 2003. Includes Spanish version.*  
*Closed captioned in both English and Spanish.*

### **Confined Space Entry: Atmospheric Testing**

Educates viewers on the basics and importance of proper atmospheric testing techniques for confined spaces. Includes instrument calibration, pre-entry testing, monitoring and responding to hazards. Accompanying guide available. Closed captioned. 2010, 18 minutes.  
*VHS No. 620409*  
*DVD No. 420409: Includes resource material.*

### **Confined Space Entry: Investigation**

Analyzes two confined space incidents to illustrate how to work safely in permit-required confined spaces. Accompanying guide available. Closed captioned. 2005, 22 minutes.  
*VHS No. 620362: Accompanying CD-ROM available.*  
*DVD No. 420362: Includes Spanish and Portuguese versions. Includes resource material.*

### **Confined Space Entry: Keeping Public Employees Safe**

Describes the hazards of confined spaces and the procedures required for entry, including permits, atmospheric testing, equipment and the roles of the confined space entry team. Geared for government employees. Accompanying guide available. Closed captioned. 2010, 26 minutes.  
*VHS No. 620391*  
*DVD No. 420391: Includes resource material.*

### **Confined Space Entry: Plan and Prepare**

Helps employers understand what a confined space is, the hazards associated with it and the steps to follow to maintain a safe work environment. Includes entry permits, hazard controls, entry teams and rescue procedures. Accompanying guide available. Closed captioned. 2010, 21 minutes.  
*VHS No. 620408*  
*DVD No. 420408: Includes Spanish and Portuguese versions. Includes resource material.*

### **Confined Space Ventilation**

Explains mechanical ventilation of confined spaces, why it is necessary, when it is necessary and how to ventilate safely and effectively. Accompanying guide available. Closed captioned. 2010, 20 minutes.  
*VHS No. 620416*  
*DVD No. 420416: Includes resource material.*

# Video descriptions

## **Confined Spaces: Dangerous Places**

Teaches how to work safely in and around confined spaces. Covers the types of hazards, entry permit requirements and emergency rescue. Accompanying CD-ROM and guide available. Closed captioned. 2007, 26 minutes.  
*VHS No. 620368*  
*DVD No. 420368: Includes resource material.*

## **Confined Spaces and the Entry Permit System**

Covers the confined space entry permit system, confined space hazards and the responsibilities of each of the team members. Accompanying guide available. 2002.  
*VHS No. 620008: 16 minutes.*  
*DVD No. 420008: 16 minutes. Closed captioned.*  
*DVD No. 420011: 8 minutes. Closed captioned.*  
*Concise version.*

## **Dealing with Hazardous Spills**

Describes the five levels of HAZMAT training and the responsibilities of each level. Demonstrates how to clean up a small spill. Accompanying guide available. 2001, 23 minutes.  
*VHS No. 690201*  
*DVD No. 490201: Closed captioned.*

## **Decon**

Teaches the principles of a decontamination operation for workers involved in cleanup actions at hazardous waste sites, hazardous releases and spills. Accompanying guide available. 1998, 17 minutes.  
*VHS No. 690203*  
*DVD No. 490203*

## **Disposable Respirators: Exposure Control**

Discusses the proper use of disposable respirators, from simple dust masks to disposable half-mask styles with cartridges. Covers fit testing, changing and voluntary use. Accompanying guide available. Closed captioned. 2002, 11 minutes.  
*VHS No. 620108*

## **Drum Handling**

Covers the safe handling of drums, including content identification and sampling, opening, moving and disposal. 1992, 18 minutes.  
*VHS No. 690072*

## **First Response to Chlorine Exposures**

Gives an overview of recommended first aid and medical assistance for helping those who have had an acute exposure to chlorine gas. 2006, 9 minutes.  
*DVD No. 490045*

## **New!**

### **GHS: Globalize Your Communication**

Educates viewers about the Globally Harmonized System of Classification and Labeling of Chemicals, including what it is and why it is important. Describes how container labels and safety data sheets look under the new system. Includes Spanish version. Accompanying guide and CD-ROM available. Closed captioned in English and Spanish. 2012, 16 minutes.  
*DVD No. 490015*

## **New!**

### **GHS Safety Data Sheets**

Explains how the Globally Harmonized System will standardize the format and simplify the language of the material safety data sheet. Gives a section-by-section explanation of the new safety data sheet. Accompanying guide available. 2012, 16 minutes.  
*VHS No. 690022*  
*DVD No. 490022: Closed captioned.*

## **New!**

### **GHS Safety Data Sheets and GHS Labeling**

Contains two programs that educate employees about the Globally Harmonized System (GHS). Begins with a 12-minute program on how to read and interpret safety data sheets. Continues with a 17-minute program on understanding the GHS label elements and identifying the pictograms. Accompanying CD-ROM and guide available. Closed captioned. 2012, 29 minutes.  
*DVD No. 490023*

## **New!**

### **Gas and Cylinder Safety**

Provides a general introduction to the safe use of compressed gas cylinders. Covers types of gases, potential hazards, identification, handling, storage and leak testing. Accompanying guide available. 2012, 15 minutes.  
*DVD No. 490013*

**Global Harmonization: Worldwide Hazard Communication**

Describes the Globally Harmonized System for the Classification and Labeling of Chemicals (GHS) created by the United Nations to standardize hazard communication systems around the world. Accompanying guide available. Closed captioned. 2008, 15 minutes.  
VHS No. 690205  
DVD No. 490205: Includes Spanish and Portuguese versions. Includes resource material.

**Haz Com – Your Right to Know**

Reviews the four components of the OSHA hazard communication standard. 2001, 5 minutes.  
VHS No. 690143

**Hazard Communication**

Teaches restaurant workers the basics of safely using chemicals and other hazardous materials, including how to read labels and material safety data sheets. 2010, 11 minutes.  
VHS No. 690053  
DVD No. 490053  
DVD No. 490054: In Spanish.

**Hazard Communication**

Teaches employees the basics of chemical safety and hazard communication, including material safety data sheets, container labels and the new Globally Harmonized System. Accompanying CD-ROM and guide available. 2005, 16 minutes.  
VHS No. 690176  
DVD No. 490176

**Hazard Communication: Behind the Scenes**

Covers in an entertaining fashion key elements of hazard communication training for workers in general industry: physical and health hazards of chemicals, chemical labels and material safety data sheets. Accompanying guide available. 2006, 21 minutes.  
VHS No. 690162: Closed captioned.  
DVD No. 490162

**Hazard Communication: Elements of Safety**

Provides an introduction to hazard communication. Covers the requirements of OSHA's hazard communication rule, chemical hazards, exposure limits, material safety data sheets and labels. Closed captioned. 2006, 19 minutes.  
VHS No. 690167  
DVD No. 490167: Includes Spanish and Portuguese versions. Includes resource material.

**Hazard Communication: Informed for Safety**

Emphasizes the importance of using material safety data sheets and container labels to learn about the physical and health hazards of chemicals found in the workplace. Describes best practices for working with chemicals. Accompanying guide available. 2008, 15 minutes.  
VHS No. 690207  
DVD No. 490207: Includes Spanish version. Closed captioned in both English and Spanish.

**Hazard Communication: It's Your Right to Know**

Introduces the hazard communication standard, providing the basics of what employees need to know to read labels and work safely around hazardous materials. 2009, 21 minutes.  
DVD No. 490037

**Hazard Communication: KHAZTalk Radio**

Uses a talk radio show format to educate viewers about hazard communication and chemical safety. Covers labels, material safety data sheets, chemical hazards, safe handling and accidental releases. Accompanying guide available. 1998, 15 minutes.  
VHS No. 690144

**Hazard Communication: Real Accidents, Real Stories**

Documents the importance of following hazard communication procedures. Features two workers relating how they were injured due to unlabeled containers and improper chemical storage. 2009, 11 minutes.  
DVD No. 490092

**Hazard Communication: Regulation and Risk**

Presents introductory information about the hazard communication standard and the importance of working safely with chemicals. Explains how to use material safety data sheets and labels. Accompanying CD-ROM and guide available. Closed captioned. 2006, 20 minutes.  
VHS No. 690178  
DVD No. 490178: Includes resource material.

**Hazard Communication: Your Key to Chemical Safety**

Encourages employees to ask the following questions about hazardous materials: What am I working with? Can it hurt me? How do I protect myself? What do I do if something goes wrong? Accompanying guide available. Closed captioned. 2009, 13 minutes.  
VHS No. 690002  
DVD No. 490002

# Video descriptions

## **New!**

### **Hazard Communication & the Global Harmonizing System Employee Training**

Helps employees understand the three key elements of the Globally Harmonized System for Hazard Communication: hazard classification, container labeling and safety data sheets. Accompanying guide available. 2011.

*VHS No. 690056: 22 minutes.*

*DVD No. 490056: 22 minutes. Closed captioned.*

*DVD No. 490055: 12 minutes. Closed captioned. Concise version.*

### **Hazard Communication for Non-Industrial Employees**

Describes common office chemicals and how to work around them safely. Discusses the requirements of OSHA's hazard communication rule and explains material safety data sheets and labels. Accompanying guide available. Closed captioned. 17 minutes.

*VHS No. 690166: 2004.*

*DVD No. 490166: 2005. Includes Spanish version.*

*Includes resource material.*

### **Hazard Communication for Public Employees**

Presents an introduction to hazard communication and chemical safety that is geared to government employees working in a variety of environments. Closed captioned. 2007, 18 minutes.

*VHS No. 690175*

*DVD No. 490175: Includes Spanish version. Includes resource material.*

### **Hazard Communication Safety Essentials**

Educates viewers on the basics of the hazard communication standard and chemical safety, including routes of entry, the hierarchy of control, personal protective equipment and material safety data sheets. Warning: Contains graphic reenactments. Accompanying guide available. Closed captioned. 2009, 26 minutes.

*DVD No. 490501*

### **Hazard Communications**

Contains two programs. Conducting a Chemical Hazard Determination (12 min.) explains how to inventory chemicals in the workplace and determine which are hazardous. Chemical Hazard Information (17 min.) teaches how chemicals enter the body and how to read chemical labels and material safety data sheets. Geared to mines but applicable to any industry. Includes resource material. 2003, 29 minutes.

*DVD No. 490211*

### **Hazard Communications, Your Right to Know**

Tailors the importance of hazard communication to automotive repair and fleet maintenance facilities. Portrays potential hazards in actual job settings. 2002, 12 minutes.

*VHS No. 620288*

### **Hazardous Chemicals**

Encourages viewers to be familiar with chemicals in their workplaces, to read material safety data sheets and labels, to use personal protective equipment and to know what to do in emergencies. Accompanying guide available. 2000, 5 minutes.

*VHS No. 690142*

### **Hazardous Materials Labels**

Describes container labeling requirements for hazardous materials. Covers Hazardous Materials Identification System, National Fire Protection Association, Department of Transportation and the Environmental Protection Agency labeling systems. Accompanying guide available. 2002, 22 minutes.

*VHS No. 690049*

### **Hazardous Substance Awareness for Tradespeople: Electricians**

Tailors the importance of hazard communication to electricians. Portrays potential physical and health hazards in actual job settings. 1993, 12 minutes.

*VHS No. 620235*

### **Hazardous Substances –The Fundamentals**

Provides an introduction to hazardous substances. Covers hazard awareness, minimizing exposures and the roles of the organization and the individual employee. Accompanying guide available. 2008, 9 minutes.

*VHS No. 690210*

*DVD No. 490210*

### **HazCom: An Introduction to Material Safety Data Sheets**

Gives viewers basic information about material safety data sheets. Accompanying guide available. 2001, 5 minutes.

*VHS No. 690149*

## **New!**

### **HazCom: What You Need to Know**

Helps employers comply with the training requirements of the Occupational Safety and Health Administration's hazard communication standard and the changes resulting from the adoption of the Globally Harmonized System. Explains how to read safety data sheets and container labels. Includes resource material. Accompanying guides and CD-ROM available. Closed captioned. 2012, 20 minutes.

*DVD No. 490018*

## **New!**

### **HAZWOPER: Monitoring Procedures and Equipment**

Familiarizes hazmat workers with the equipment and procedures used to detect and monitor hazardous materials. Covers common types of direct reading and sampling collection instruments and when and how they are used. Accompanying guide available. Closed captioned. 1999, 17 minutes.

*DVD No. 490011*

### **HAZWOPER First Responder: Awareness Level**

Provides the information needed for the first responder awareness (level 1) of OSHA's HAZWOPER standard. Accompanying guide available. Closed captioned. 2002, 15 minutes.

*VHS No. 690069*

### **HAZWOPER First Responder: Operations Level**

Focuses on the training required for first responder operations (level 2) of OSHA's HAZWOPER standard. Accompanying guide available. Closed captioned. 2002, 17 minutes.

*VHS No. 690070*

### **Hearing Conservation: MSHA's Part 62**

Emphasizes the importance of preventing hearing loss from noise exposure through hearing conservation measures. Shows the proper way to wear hearing protectors. Geared to mines but applicable to any industry. Includes Spanish version. 2002, 20 minutes.

*DVD No. 420397*

## **New!**

### **Hearing Conservation: Noise Under Control**

Urges viewers to recognize high-noise hazards and take action to prevent gradual hearing loss. Explains the elements of a hearing conservation program and the hierarchy of controls. Includes Spanish and Portuguese versions. Includes resource material. Closed captioned. 2012, 19 minutes.

*DVD No. 420036*

### **Hearing Conservation: The Facts**

Describes how hearing works, how hearing loss occurs and how to prevent it both on and off the job. Summarizes the elements of a hearing conservation program and compares the types of hearing protection available. Includes an appearance by Lou Ferrigno. 2010, 20 minutes.

*VHS No. 620413*

*DVD No. 420413*

### **Hearing Conservation Training for Employees**

Explains how noise exposure damages hearing and how to prevent hearing loss through audiometric testing, hearing protection and reducing off-the-job noise exposure. Accompanying guide available. Closed captioned. 2008.

*VHS No. 620393: 15 minutes.*

*DVD No. 420393: 15 minutes.*

*DVD No. 420893: 10 minutes. Concise version.*

### **Hearing Video**

Uses the style of a humorous television science show to demonstrate how your ears work and the effects of hazardous noise on your hearing. 1997, 19 minutes.

*VHS No. 620092*

### **Hexavalent Chromium Awareness**

Summarizes the requirements of OSHA's hexavalent chromium rule. Covers the health effects of hexavalent chromium and measures needed to reduce and monitor exposure. Accompanying guide available. Closed captioned. 2006, 17 minutes.

*VHS No. 690168*

*DVD No. 490168: Includes Spanish and Portuguese versions. Includes resource material.*

# Video descriptions

## **Hydrogen Sulfide Employee Training**

Familiarizes viewers with the hazards of hydrogen sulfide and the precautions necessary to prevent exposure, including respiratory protection, warning sounds and signals and evacuation procedures. Accompanying guide available. Closed captioned. 2010.

*DVD No. 490221: 21 minutes.*

*DVD No. 490222: 10 minutes. Concise version.*

## **Hydrogen Sulfide Safety**

Introduces safe work practices around hydrogen sulfide, applicable to a variety of environments. Accompanying guide available. 2002, 14 minutes.

*VHS No. 690032*

### **New!**

#### **Introduction to GHS: The Globally Harmonized System**

Examines the changes that the Globally Harmonized System brings to the Occupational Safety and Health Administration's hazard communication standard: hazard classification, safety data sheets and container labels. Accompanying guide available. 2012, 21 minutes.

*VHS No. 690020*

*DVD No. 490020: Closed captioned.*

## **Invisible Killer**

Describes where carbon monoxide is likely to be found, symptoms of poisoning and first-aid procedures. Accompanying guide available. 1989, 6 minutes.

*VHS No. 620204*

## **Laboratory Safety: The Finer Points**

Provides a general overview of laboratory safety, including chemical fume hoods, emergency showers and eye-wash stations, chemical storage and safe chemical use. Accompanying guide available. Closed captioned. 2002, 17 minutes.

*VHS No. 690084*

## **Laboratory Safety Series: Flammables and Explosives in the Laboratory**

Addresses the safe work practices required when working with flammable and explosive chemicals in the laboratory. Includes ventilation, storage, disposal and spills. Accompanying guide available. Closed captioned. 2011, 14 minutes.

*DVD No. 490232*

## **Laboratory Safety Series: Handling Compressed Gas Cylinders in the Laboratory**

Instructs lab workers on the safe handling of compressed gas cylinders. Covers the four compression methods, cylinder storage, moving and installation, regulators, pressure relief devices and leak emergencies. Accompanying guide available. Closed captioned. 2011, 15 minutes.

*DVD No. 490234*

## **Laboratory Safety Series: Orientation to Laboratory Safety**

Presents an overview of laboratory safety issues: personal protective equipment, laboratory apparatus, lab hoods, chemical storage, disposal and labels, house-keeping and emergencies. Accompanying guide available. Closed captioned. 2011, 12 minutes.

*DVD No. 490223*

## **Laboratory Safety Series: Planning for Laboratory Emergencies**

Encourages lab workers to be prepared for emergencies by becoming familiar with the emergency plan and knowing the steps to take in the event of a spill, fire or explosion. Covers spill cleanup, fire extinguishers, and safety showers and eye washes. Accompanying guide available. Closed captioned. 2011, 15 minutes.

*DVD No. 490233*

## **Laboratory Safety Series: Safe Handling of Laboratory Glassware**

Reminds lab workers how to prevent glassware-related accidents. Covers glassware handling and cleanup procedures, cutting and bending glass tubing, vacuum operations and cleaning up after glassware accidents.

Accompanying guide available. Closed captioned. 2011, 13 minutes.

*DVD No. 490236*

## **Laboratory Safety Series: The OSHA Formaldehyde Standard**

Reviews the requirements of OSHA's formaldehyde standard. Addresses health hazards, air monitoring, personal protective equipment, labels and emergencies. Accompanying guide available. Closed captioned. 2011, 15 minutes.

*DVD No. 490235*

## **Lead! Treat It with Respect**

Explains the dangers of lead exposure to workers and their families, symptoms of lead poisoning and methods to reduce exposure to lead. 1993, 17 minutes.

*VHS No. 620074*

**Life or Death Series: Confined Space Entry**

Re-enacts a confined space rescue, revealing how proper entry procedures were not followed, resulting in injury and death. Explains the requirements of a confined space entry program. Accompanying guide available. 1999.

VHS No. 620400: 19 minutes.

DVD No. 420400: 19 minutes. Closed captioned.

DVD No. 420401: 8 minutes. Concise version.

**Material Safety Data Sheets**

Assists viewers to read and interpret material safety data sheets. Describes important sections and commonly used terms. Accompanying CD-ROM and guide available. Closed captioned. 2007, 18 minutes.

VHS No. 690177

DVD No. 490177

**Mold Awareness**

Provides a general overview of the hazards of mold in indoor environments. Addresses how to prevent and eliminate mold problems. Accompanying guide available. Closed captioned. 14 minutes.

VHS No. 690128: 2003.

DVD No. 490128: 2004. Includes Spanish version.

Includes resource material.

**NORM: Naturally Occurring Radioactive Materials**

Helps workers understand and manage naturally occurring radiation exposure hazards. Emphasizes safe work practices around NORM contamination. Accompanying guide available. Closed captioned. 2008, 14 minutes.

VHS No. 690206

DVD No. 490206: Includes Spanish and Portuguese versions. Includes resource material.

**Noise and You**

Presents an introduction/review of how noise affects hearing, and how to avoid hearing loss by assessing noise levels, reducing noise and using hearing protection. Accompanying guide available. 2002, 19 minutes.

VHS No. 620106

**PSM & RMP Awareness**

Gives an overview of the requirements of OSHA's Process Safety Management standard and EPA's Risk Management Program regulation. Accompanying guide available. 2007, 14 minutes.

VHS No. 690180

DVD No. 490180: Includes Spanish version. Closed captioned in both English and Spanish.

**Permit Required Confined Space Entry**

Describes the hazards of confined spaces, entry procedures, attendant responsibilities and rescue. Accompanying guide available. Closed captioned. 2001, 20 minutes.

VHS No. 600029

**Process Safety Management: Solving the Puzzle**

Outlines 14 key components of process safety management, such as process-hazard analysis, training and mechanical integrity. 2001, 20 minutes.

VHS No. 690082

**Radiation Safety**

Examines the hazards of ionizing radiation, how it is used in industrial workplaces and safe work practices. Accompanying guide available. 1998, 15 minutes.

VHS No. 620247

**Radiation Safety: The Basics**

Presents safety precautions for those who work around radioactive materials. Describes types of radiation, biological effects of exposure, monitoring, safe work practices and emergency procedures. Accompanying guide available. Closed captioned. 2005, 22 minutes.

VHS No. 690158

DVD No. 490158: Includes Spanish and Portuguese versions. Includes resource material.

**Remember Charlie**

Features Charlie Morecraft recreating his near-fatal accident at an oil refinery. Emphasizes the real consequences of failing to follow safety procedures. 2001, 56 minutes.

VHS No. 690134

DVD No. 490134: Closed captioned.

**Respiratory Protection**

Describes the basics of respiratory protection, including types of respirators, inspection and fit testing. Encourages users to take personal responsibility for using them correctly. Accompanying guide available. 2009, 12 minutes.

VHS No. 620405

DVD No. 420405: Closed captioned.

**Respiratory Protection**

Discusses how the respiratory system works, common airborne hazards and the proper use, care and fit of respirators. Accompanying CD-ROM and guide available. 2006, 14 minutes.

VHS No. 620367

DVD No. 420367

**Respiratory Protection**

Covers the proper use of respirators, including inspections and fit testing, as well as common respiratory hazards, types of respirators and written procedures. Accompanying guide available. 1998, 12 minutes.

VHS No. 620241

# Video descriptions

## **Respiratory Protection: A Breath of Fresh Air**

Provides a thorough explanation for respirator users, including selection, medical evaluation, fit testing, proper use, inspection, seal checking, disinfection and storage.

Accompanying guide available. 18 minutes.

*VHS No. 620284: 1998.*

*VHS No. 620285: 1999. In Spanish. Accompanying guide available in Spanish.*

*DVD No. 420284: 2004. Includes Spanish and Portuguese versions. Includes resource material. Closed captioned.*

## **Respiratory Protection: Another World**

Describes how the lungs work, hazardous atmospheres, the respirator selection process and respirator maintenance. Accompanying CD-ROM and guide available. Closed captioned. 1998, 22 minutes.

*VHS No. 620294*

## **Respiratory Protection & Safety**

Teaches employees about the various kinds of airborne hazards and their potential effects on the body. Discusses the different types of respirators used to protect against these hazards and proper respirator use and care.

Accompanying guide available. 2006, 24 minutes.

*VHS No. 620358*

*DVD No. 420358: Closed captioned.*

## **Respiratory Protection Program: Employee Training**

Introduces employees to the measures required when respirators are used, including medical evaluations, respirator selection, fit tests, seal checks and cleaning.

Accompanying guide available. Closed captioned. 2007, 16 minutes.

*VHS No. 620361*

*DVD No. 420361*

## **Respiratory Protection Program: Employer Responsibilities**

Presents key elements of a proper respiratory protection program as required by OSHA's respiratory protection standard. Geared to managers and supervisors. Accompanying guide available. Closed captioned. 2007, 20 minutes.

*VHS No. 620360*

*DVD No. 420360*

## **New!**

### **Silent Killer: The Dangers of Propane Powered Forklifts**

Warns of the dangers of operating propane forklift trucks in indoor environments. Describes the symptoms of carbon monoxide poisoning. Recommends strategies to prevent the accumulation of CO in warehouses and storage rooms. Includes Spanish version. 2007, 12 minutes.

*DVD No. 490019*

## **Silica Safety Awareness**

Explains the risks of exposure to crystalline silica dust, what employers can do to ensure a healthy work environment and best practices for those who work around silica. Accompanying guide available. 2008, 14 minutes.

*VHS No. 690209*

*DVD No. 490209: Includes Spanish version. Closed captioned in both English and Spanish.*

## **Skin Care and Safety**

Discusses skin hazards, such as chemicals, sunlight and sharp objects. Recommends six steps to follow to protect the skin, including personal protective equipment, good housekeeping and hygiene, and prompt medical attention. Accompanying guide available. 1991, 13 minutes.

*VHS No. 620292*

*DVD No. 420292*

## **Solid Waste Series: Hazard Communications**

Presents basic information about hazardous materials in the workplace, including labels and material safety data sheets. Geared to solid waste collection workers. 2009, 12 minutes.

*VHS No. 620015*

*DVD No. 420014*

*DVD No. 420093: In Spanish.*

## **Solvents**

Highlights safe work practices for solvents. Covers physical characteristics, health issues and personal protective equipment. Accompanying guide available. 2009, 7 minutes.

*VHS No. 690036*

*DVD No. 490036*

### **Ten Steps to Chemical Safety**

Leads viewers through a general orientation to chemical safety and hazard communication, focusing on 10 basic steps. Accompanying guide available. 1998, 10 minutes.  
VHS No. 620130

### **Think What If, Not If Only**

Tells the story of Ken Woodward who lost his sight due to a chemical accident. Emphasizes how the accident affected his family and co-workers, and how it could have been prevented. 2002, 26 minutes.  
VHS No. 690058

### **Those Who Know Don't Tell: The Ongoing Battle for Workers' Health**

Introduces viewers to the history of occupational health, showing how workers and health professionals have collaborated over the past century to make workplaces healthier. 1989, 30 minutes.  
VHS No. 690135  
DVD No. 490135

### **Understanding the Hazard Classes**

Provides a detailed description of the nine Department of Transportation hazard classes, including recommended actions for emergency responders during hazardous materials incidents. Accompanying guide available. 1999, 44 minutes.  
VHS No. 690051

### **What...?! Protecting Your Hearing**

Takes an entertaining approach to illustrate what happens to workers who ignore the signs of hearing loss and what employees can do to protect their hearing while they still can. 2006, 14 minutes.  
VHS No. 620341: *Closed captioned. Accompanying guide available.*  
VHS No. 620342: *In Spanish. Accompanying guide available in Spanish.*  
DVD No. 420341: *Closed captioned. Accompanying guide available.*  
DVD No. 420342: *In Spanish. Accompanying guide available in Spanish.*

### **What Hearing Loss Sounds Like**

Replicates two basic types of hearing loss, conductive and noise-induced sensorineural, to demonstrate what hearing loss actually sounds like. 1995, 12 minutes.  
VHS No. 620269  
DVD No. 420269

## **Industrial Safety**

### **Accident Investigation: Examining the Details**

Provides a thorough walk-through of the incident analysis process, including examining the accident scene, interviewing witnesses, reviewing records, analyzing information and communicating recommendations. Accompanying guide available. 2009, 19 minutes.  
VHS No. 620019  
DVD No. 420019: *Includes Spanish version. Closed captioned in both English and Spanish.*

### **Accident/Incident Investigation and Root Cause Analysis: Piecing It Together**

Uses an accident scenario to illustrate the elements of an accident investigation, including responsibilities, process, recommendations and corrective actions. Appropriate for both office and manufacturing. Accompanying guide available. 1997, 18 minutes.  
VHS No. 620293

### **New!**

#### **Advanced New Employee Orientation**

Presents a general orientation to many of the safety and health issues encountered in industrial workplaces. Emphasizes each employee's personal responsibility for safety. 2012, 38 minutes.  
VHS No. 620909  
DVD No. 420909

### **Aerial Lift Safety**

Describes the various types of aerial lifts, pre-operational inspections and safe use. Covers the use of fall protection and the hazards of working near electrical lines. Accompanying guide available. 14 minutes.  
VHS No. 600030: 1996. *Closed captioned.*  
DVD No. 400030: 2005. *Includes Spanish version. Closed captioned in English and Spanish.*

### **Band Saw Safety**

Illustrates the standard operating procedures, potential hazards and best safety practices for band saws. Accompanying quiz available. 1990, 7 minutes.  
VHS No. 620258

# Video descriptions

## **Basics of Bulkhead Operations**

Familiarizes viewers with the interior panels of railroad boxcars known as bulkheads, their basic components and issues unique to their safe operation. 2003, 14 minutes.  
*VHS No. 620352*

## **Bucket Truck Safety**

Describes how to minimize the risks of working with bucket trucks. Addresses inspections, electrical hazards, fall protection and tip-over prevention. 2009, 12 minutes.  
*VHS No. 620396*  
*DVD No. 420396*

## **Bucket Trucks: Extending Your Safety**

Provides safe operating procedures for vehicle-mounted aerial devices, also known as bucket trucks. Includes inspection, personal protective equipment and electrical safety. Accompanying guide available. Closed captioned. 2005, 15 minutes.  
*VHS No. 620340*  
*DVD No. 420340: Includes Spanish and Portuguese versions. Includes resource material.*

## **Building Successful Safety Teams: Together Everyone Achieves More**

Discusses the process and principles of team building in a behavior-based safety program. Features Scott Geller and interviews with employees about their experiences. Accompanying guide available. Closed captioned. 1998, 25 minutes.  
*VHS No. 620298*

## **Cell Phones in the Workplace: A Dangerous Distraction**

Examines how sending and receiving text messages in industrial workplaces can cause workers to lose focus, resulting in injuries. Accompanying guide available. Closed captioned. 2011.  
*DVD No. 421001: 15 minutes.*  
*DVD No. 421002: 8 minutes. Concise version.*

## **Close Calls & Near Misses**

Stresses the importance of reporting all close calls and near-miss incidents so that proper action can be taken to improve work conditions and prevent injuries. Features several scenarios as examples. Accompanying guide available. 2002, 19 minutes.  
*VHS No. 620023*  
*DVD No. 420023: Closed captioned.*

## **Compressed Air Safety**

Features four workplace incidents that illustrate the hazards of compressed air. Covers dangers of cleaning with compressed air, use of hearing protection in noisy environments, and inspection and maintenance of compressed air equipment and systems. Accompanying guide available. 2001, 15 minutes.  
*VHS No. 620357*  
*DVD No. 420357: Closed captioned.*

## **Contractor and Visitor Awareness**

Focuses on making general industry employees aware of the procedures and guidelines that should be followed when contractors and visitors are on-site to ensure a safer environment for all. Accompanying guide available. 2008, 10 minutes.  
*VHS No. 620389*  
*DVD No. 420389: Includes Spanish version. Closed captioned in both English and Spanish.*

## **Conveyor Safety in the Workplace**

Discusses the various hazards posed by conveyor systems and safe work practices. Features testimonials from workers who have been injured by conveyors. Accompanying guide available. 2002, 18 minutes.  
*VHS No. 620028*

## **Crane Safety: Overhead Operations**

Presents safe work practices for operating overhead cranes. Includes common terminology, daily inspections, and the use of slings and lifting attachments. Accompanying guide available. 2007, 19 minutes.  
*VHS No. 620373*  
*DVD No. 420373: Includes Spanish version. Closed captioned in both English and Spanish.*

## **Crane Work Rigging Techniques**

Emphasizes the rigger's responsibilities in the safe operation of hydraulic industrial mobile cranes. Shows how to inspect rigging and evaluate and secure the load. 1998, 23 minutes.  
*VHS No. 620122*

## **Dangers of Compressed Air**

Examines the potential hazards of compressed air and the injuries that can result from improper use. Discusses the 12 rules for safely using compressed air. Accompanying guide available. 2006, 9 minutes.  
*VHS No. 620348*  
*DVD No. 420348*

### **Do It for Me!**

Features children encouraging their parents to follow safety rules and wear safety gear at work. Accompanying guide available. Closed captioned. 2007, 16 minutes.

VHS No. 620377

DVD No. 420377

### **Don't Fall Down on the Job**

Presents broad overview of fall prevention, covering slips, trips, falls from elevation, floors, footwear, stairs, ladders and scaffolds, in a variety of workplaces. Accompanying guide available. 2000, 18 minutes.

VHS No. 620154

DVD No. 420154

### **Effective Safety Committees**

Contains two parts. Part 1 provides an orientation to safety committees appropriate for new safety committee members. Part 2 describes the safety improvement process that safety committees can use to create the best solutions to improve safety. Accompanying CD-ROM and guide available. 2001, 16 minutes.

VHS No. 620336

DVD No. 420336

## **New!**

### **Employee Involvement: The Key to Safety**

Encourages employees to become personally involved in their organization's safety program and outlines the benefits. Describes several key activities that employees can do to take an active role. Includes Spanish and Portuguese versions. Includes resource material. Closed captioned. 2011, 18 minutes.

DVD No. 420033

### **Ensure Your Safety**

Features motivational speaker John Drebing in a series of seven entertaining presentations dealing with a variety of safety issues, including distractions, shortcuts and personal protective equipment. Accompanying CD-ROM and guide available. 2007, 80 minutes.

DVD No. 420382

### **Equipo de Protección Personal (PPE)**

Discusses the methods to assess hazards and choose appropriate personal protective equipment (PPE), and covers the correct use, maintenance and storage. Also, stresses the importance of wearing PPE in work situations at home. In Spanish. Accompanying guide available in Spanish. 1999, 19 minutes.

VHS No. 620266

### **Extra Effort for Safety Sake**

Reinforces the message that everyone is responsible and accountable for safety with scenarios, statistics, preventive techniques and a light touch. Accompanying CD-ROM and guide available. 2004, 12 minutes.

VHS No. 620365

DVD No. 420365

### **Eye Safety: No Second Chances**

Describes the common types of eye hazards and common causes of eye injuries. Shows first aid for eye injuries and prevention through proper use of eye protection. Accompanying guide available. 1998, 19 minutes.

VHS No. 620248

### **Eye Safety Basics**

Covers a variety of eye hazards and eye injuries and how to prevent them by wearing appropriate eye protection. Includes first aid for chemical splashes. Contains graphic depictions of eye injuries. 2010, 12 minutes.

VHS No. 620402

DVD No. 420402

### **Eye Safety Only Takes a Second and Lasts a Lifetime**

Stresses the importance of wearing proper eye protection in the workplace. Describes hazards and injuries from impact, heat, chemicals, dust and light. Developed for technical and vocational students. Accompanying guide available. 2006, 9 minutes.

VHS No. 620351

### **Fall Factors: Understanding & Preventing Slips, Trips and Falls**

Explores the four factors involved in every fall. Describes common slip and trip hazards and recommends safe work practices and techniques to keep viewers upright, stable and balanced. Accompanying guide available. 2011.

VHS No. 620430: 19 minutes.

DVD No. 420430: 19 minutes. Closed captioned.

DVD No. 420431: 12 minutes. Closed captioned.

Concise version.

### **Fall Protection: Elevated Platforms**

Discusses fall-protection issues when working on flatbed trailers, scissor lifts and overhead crane bridges. Reviews the proper use of lanyards. Accompanying guide available. 2007, 15 minutes.

VHS No. 620372

DVD No. 420372: Includes Spanish version. Closed captioned in both English and Spanish.

# Video descriptions

## **Fall Protection: Your Lifeline to Safety**

Provides an overview of the hazards of working at elevated locations and the importance of fall protection. Geared to mines but applicable to any industry. Includes Spanish version. 2000, 12 minutes.

*DVD No. 420398*

## **Falls in the Workplace**

Describes the types of falls in the workplace, causes, control measures and preventive measures. Geared to general industry workers. Accompanying guide available.

2000, 12 minutes.

*VHS No. 620280*

*DVD No. 420280*

## **First Step**

Features a young woman who lost her leg in a workplace accident emphasizing that the first step in not being hurt is knowing that you can be. Geared to younger workers. 2008, 5 minutes.

*VHS No. 620009*

*DVD No. 420009*

## **Foot Protection**

Provides information on the types of safety footwear, getting a proper fit, daily inspections and working safely to prevent foot injuries. Accompanying guide available.

2006, 16 minutes.

*VHS No. 620345*

*DVD No. 420345: Includes Spanish version. Closed captioned in English and Spanish.*

## **Forklift Basics: Safe from the Start**

Provides a basic understanding of the design and function of forklift trucks. Covers truck types, controls, stability, balance, maneuverability and how to do a pre-shift inspection. Accompanying guide available. Closed captioned. 2006, 22 minutes.

*VHS No. 620343*

*DVD No. 420343: Includes Spanish and Portuguese versions. Includes resource material.*

## **Forklift Case Histories: Serious Business**

Presents case histories of four forklift accidents and explains how they could have been prevented. 16 minutes.

*VHS No. 620307: 2000. Closed captioned.*

*VHS No. 620308: 1995. In Spanish.*

*DVD No. 420307: 2005. Includes Spanish version. Includes resource material. Closed captioned.*

## **Forklift Fundamentals: Get the Facts**

Covers lift truck design and function, pre-use inspection and the physics of the load. Encourages operators to know their trucks and know their loads. 17 minutes.

*VHS No. 620309: 2002. Accompanying guide available. Closed captioned.*

*VHS No. 620310: 1998. In Spanish. Accompanying guide available in Spanish.*

*DVD No. 420309: 2004. Includes Spanish and Portuguese versions. Includes resource material. Accompanying guide available. Closed captioned.*

## **Forklift Maneuvers: All the Right Moves**

Aims to make forklift operators safer and more efficient. Covers operating conditions and stability, load manipulation, traffic and pedestrians, lifting people and hazardous conditions. Accompanying guide available. Closed captioned. 2006, 26 minutes.

*VHS No. 620344*

*DVD No. 420344: Includes Spanish and Portuguese versions. Includes resource material.*

## **Forklift Operations: Carry the Load**

Presents basic safety rules for safe operation of forklift trucks. Addresses surface conditions, loads and stability, as well as special conditions and special hazards. 1998, 18 minutes.

*VHS No. 620315: Accompanying guide available.*

*Closed captioned.*

*VHS No. 620314: In Spanish. Accompanying guide available in Spanish.*

## **Forklift Operations: Safety Driven**

Provides general guidelines for safely operating a powered industrial truck. Covers daily inspections, maintaining stability, driving and handling loads. Accompanying CD-ROM and guide available. 2009, 16 minutes.

*VHS No. 620407*

*DVD No. 420407: Includes Spanish version. Closed captioned in both English and Spanish.*

## **Forklift Safety**

Stresses for experienced operators the importance of and responsibility for the safe operation of their lift trucks. Reviews the major components of the truck, the stability triangle and safe operating rules. 2011, 17 minutes.

*VHS No. 620044*

*DVD No. 420044*

### **Forklift Safety: Best Operating Practices**

Encourages viewers to recognize and avoid potential hazards present whenever a lift truck is operated. The most common hazards are the three Ps: people, property and pathway. 2003, 14 minutes.

*VHS No. 620311: Accompanying CD-ROM and guide available. Closed captioned.*

*VHS No. 620312: In Spanish. Closed captioned in English.*

### **Forklift Safety: Refueling Procedures**

Describes how to safely refuel forklift trucks and provides preventive maintenance tips. Covers electric, gasoline, diesel and propane. Accompanying guide available. Closed captioned. 2002, 11 minutes.

*VHS No. 620303*

### **Forklift Safety: The Experienced Operator**

Reminds forklift operators of the importance of safe operation, reviewing expectations, responsibilities, skills and techniques. Features scenes of the Air Force Thunderbirds. 2006, 13 minutes.

*VHS No. 620026*

*DVD No. 420026*

### **Forklift Safety: The Responsible Operator – Operations**

Presents information on the types of forklift trucks, load capacity, stability triangle, pre-operational inspection, and refueling and recharging. Accompanying guide available. 1998, 12 minutes.

*VHS No. 620255*

### **Forklift Stability Essentials**

Trains operators in the principles of forklift stability. Covers the stability triangle, longitudinal, lateral and dynamic stability, load capacity and tip-over procedures. Accompanying guide available. 2006, 18 minutes.

*VHS No. 620350*

*DVD No. 420350*

## **New!**

### **Forklifts: Inspect, Recharge, Refuel**

Leads viewers step-by step through a thorough daily pre-operational inspection of forklift trucks. Explains how to refuel gas, diesel and LPG trucks. Describes battery charging procedures and safety guidelines for battery charging areas. Includes resource material. Accompanying guide available. Closed captioned. 2012, 15 minutes.

*VHS No. 620907*

*DVD No. 420907*

### **Frontline: A Dangerous Business Revisited**

Features Frontline's investigation of the McWane Corporation, an iron pipe foundry that routinely violated health, safety and environmental regulations. Revisits McWane five years later after the company made a dramatic turnaround. Closed captioned. 2008, 60 minutes.

*DVD No. 420383*

### **Good Safety Habits and Accident Prevention Techniques**

Provides a general overview of workplace safety, using examples from both industry and office. Covers house-keeping, tools, chemicals and positive attitude. 1998, 17 minutes.

*VHS No. 620244*

### **Grinding**

Illustrates the proper handling and selection of grinding wheels, pre-operational setup and safe work practices. Accompanying quiz available. 1990, 6 minutes.

*VHS No. 620153*

### **Hand and Power Tool Safety**

Covers the safe use of hand and power tools, including proper personal protective equipment, pre-use inspection and the special hazards of different types of tools. Accompanying guide available. 2005, 15 minutes.

*VHS No. 620332: Closed captioned.*

*DVD No. 420332: Includes Spanish version. Closed captioned in English and Spanish.*

### **Hand Aware**

Describes how to avoid hand injuries. Covers machine operation, repetitive motion, gloves, hand tool use, and carrying and stacking. Accompanying guide available. 2002, 18 minutes.

*VHS No. 620084*

*DVD No. 420084: Closed captioned.*

### **Hand Injury Prevention: You Control It**

Educates employees on the different types of hand injuries that can occur, recognition of common hand hazards and preventive measures. Accompanying CD-ROM and guide available. 2005, 12 minutes.

*VHS No. 620366*

*DVD No. 420366*

### **Hand Safety: It's In Your Hands**

Explains how to choose the right gloves to wear to reduce hazards to the hands. Covers common hand hazards, such as machines and chemicals, and shows the various types of gloves and how to care for them. Accompanying guide available. Closed captioned. 2006, 16 minutes.

*VHS No. 620339*

*DVD No. 420339: Includes Spanish and Portuguese versions. Includes resource material.*

# Video descriptions

## **Handle With Care: Forklift Safety Training**

Aims to raise forklift operators' everyday safety awareness. Covers inspections, stability, safe operation, and loading trucks and trailers. Accompanying guide available. Closed captioned. 2008, 20 minutes.

VHS No. 620390

DVD No. 420390

## **Hazard Recognition for Utility Workers**

Helps utility workers recognize and control hazards. Covers common unsafe conditions and acts. Accompanying guide available. Closed captioned. 2004, 18 minutes.

VHS No. 620295

## **Hazards of Long Hair, Loose Clothing & Jewelry**

Explains how long hair, loose clothing and jewelry can get tangled in moving parts and machinery, and how to prevent these types of accidents. Accompanying guide available. 2000, 13 minutes.

VHS No. 620005

DVD No. 420005: *Closed captioned.*

## **Height Safety Essentials**

Presents information about working safely at height for both general industry and construction, with examples of common accidents. Covers risk assessment, scaffolds, ladders and elevated work platforms. Accompanying guide available. 2006, 20 minutes.

VHS No. 620376

DVD No. 420376: *Closed captioned.*

## **High Impact Metal Working Safety**

Provides graphic re-enactments of 10 accidents to illustrate the need to follow safety procedures in metal working shops. Accompanying guide available. 1996, 18 minutes.

VHS No. 620006

## **High Impact Power Tool Safety**

Presents graphic portrayals of accidents and the testimony of experienced maintenance mechanics to encourage the safe use of portable power tools, such as drills, sanders, grinders and saws. Accompanying guide available. 2001, 19 minutes.

VHS No. 620062

## **High Impact Welding Safety**

Recreates six accidents to illustrate potential hazards of welding and cutting operations. Also covers personal protective equipment, equipment use, ventilation and the handling of cylinders. Accompanying guide available. 1997, 17 minutes.

VHS No. 620270

## **Hoists and Slings**

Demonstrates safety practices applicable to all types of hoists and slings, including inspections and proper use, care and storage. Accompanying guide available. 2000, 14 minutes.

VHS No. 620275

DVD No. 420275

## **Hooked on Safety: My World with Billy Robbins**

Features Billy Robbins describing his own workplace accident and urging the creation of accident-free workplaces through motivation and commitment. Accompanying guide available. Closed captioned. 2007, 18 minutes.

VHS No. 620380

DVD No. 420380

## **Housekeeping**

Stresses the importance of taking housekeeping seriously and seeing it as a part of the job. Covers housekeeping hazards and methods. Accompanying CD-ROM and guide available. Closed captioned. 2004, 12 minutes.

VHS No. 620319

DVD No. 420319

## **Housekeeping**

Explains how good housekeeping in the workplace can prevent injuries and increase productivity. Covers common hazards created by poor housekeeping. Accompanying guide available. 2004, 5 minutes.

VHS No. 620317

## **Housekeeping: It Ain't Like the Movies**

Addresses the importance of industrial housekeeping, covering clutter, trash, storage, and spills and leaks, in preventing workplace accidents. 1995, 15 minutes.

VHS No. 620302: *Accompanying guide available.*

*Closed captioned.*

VHS No. 620306: *In Spanish.*

## **Housekeeping and Teamwork in Industry**

Re-creates situations involving poor housekeeping to demonstrate how housekeeping and teamwork are the keys to working safely and productively. Accompanying guide available. 1999, 18 minutes.

VHS No. 620897

## **I Chose to Look the Other Way**

Encourages employees to speak up about unsafe acts. Based on the safety poem by Don Merrell, tells the story of a worker who chose to look the other way and allowed the death of a co-worker to occur. Accompanying guide available. 2002, 12 minutes.

VHS No. 620029

DVD No. 420029: *Closed captioned.*

### **Incident Investigation**

Describes the purpose of incident investigation and the skills and techniques required. Discusses how to identify root causes of incidents and develop corrective measures. Accompanying CD-ROM and guide available. 2007, 18 minutes.

VHS No. 620364

DVD No. 420364

### **Incident Investigation: Once Is Enough**

Teaches managers and safety teams four critical steps to incident investigation. Shows how to uncover the root cause of an incident and determine corrective actions to prevent recurrence. Accompanying guide available. 1999, 18 minutes.

VHS No. 660202

### **Industrial Crane Safety**

Offers crane operators an introduction to the safe operation of cranes, including pre-operational inspections, rigging components and making the lift. Accompanying guide available. 2007, 21 minutes.

VHS No. 620353

DVD No. 420353: *Closed captioned.*

### **Introduction to Workplace Safety**

Provides a safety orientation for new employees. Discusses hazard identification and control, personal protective equipment, training and the roles of employee and management in the organization's safety culture.

Accompanying guide available. 2007, 13 minutes.

VHS No. 620355

VHS No. 620354: *In Spanish.*

DVD No. 420355: *Closed captioned.*

DVD No. 420354: *In Spanish.*

### **Just a Second Ago: The Brad Livingston Story**

Features Brad Livingston relating how a decision to take a shortcut led to the death of a co-worker, life-changing injuries to himself, and grief and trauma to his family.

Accompanying guide available. Closed captioned. 2009, 21 minutes.

VHS No. 620018

DVD No. 420018

### **Just Another Day**

Offers an opportunity for viewers to spot the hazards as they watch five experienced workers encounter risky situations during a typical day. Closed captioned. 2009, 20 minutes.

VHS No. 620004: *Accompanying checklist available. (Request the checklist to take full advantage of this video.)*

DVD No. 420004: *Includes Spanish and Portuguese versions. Includes resource material.*

### **Knife Safety in the Workplace**

Presents safe work practices for a variety of industrial and food-processing knives. Covers sharpening and changing blades, the hazards of dull blades, cut-resistant gloves and the consequences of knife injuries. Accompanying guide available. 2004.

VHS No. 620421: 16 minutes.

DVD No. 420421: 16 minutes. *Closed captioned.*

DVD No. 420422: 10 minutes. *Closed captioned.*

*Concise version.*

### **"Knock It Off" with Jeff "Odie" Espenship**

Features two military fighter pilots explaining how two concepts used in the military allowing anyone to speak up about non-compliance with rules can also apply to workplace safety in any environment. Accompanying guide available. Closed captioned. 2010, 16 minutes.

VHS No. 620403

DVD No. 420403

### **Ladder Safety**

Describes the guidelines and procedures for safely using portable ladders. 2007, 10 minutes.

VHS No. 620378

DVD No. 420378

### **Ladder Safety: Every Step Counts**

Explains how to properly select, set up, use and maintain portable ladders. Contains a short segment on fixed ladders and mobile ladder stands. Accompanying guide available. Closed captioned. 2005, 16 minutes.

VHS No. 600031

DVD No. 400031: *Includes Spanish version. Closed captioned in English and Spanish.*

### **Laser Safety: The Blink of an Eye**

Discusses how to work safely around lasers, including hazards, the classification system, the laser safety officer, engineering controls and eye safety. Accompanying guide available. Closed captioned. 2007, 21 minutes.

VHS No. 690050

DVD No. 490050: *Includes Spanish and Portuguese versions. Includes resource material.*

### **Leading Indicators: It's the Little Things with Jeff "Odie" Espenship**

Features an Air Force fighter pilot discussing his experiences involving shortcuts, snap decisions and complacency and how they relate to common workplace situations. Accompanying guide available. 2008, 27 minutes.

VHS No. 620277

DVD No. 420277: *Closed captioned.*

# Video descriptions

## **Lessons Learned from Hand Injuries**

Features re-enactments of workplace hand injury incidents to encourage safe work practices. Covers protective gloves, nip points, entanglement hazards, assist devices, and hand and power tools. Accompanying guide available. Closed captioned. 2010.

*VHS No. 620086: 19 minutes.*

*DVD No. 420086: 19 minutes.*

*DVD No. 420090: 10 minutes. Concise version.*

## **Line Breaking: Plan for Success**

Emphasizes the importance of proper planning and preparation for a line breaking operation. Explains how to safely perform a line break. Accompanying guide available. Closed captioned. 2010, 19 minutes.

*VHS No. 620417*

*DVD No. 420417: Includes Spanish and Portuguese versions. Includes resource material.*

## **Listen Up: Commit to Receive Feedback**

Helps employees learn how to respond to safety-related feedback they receive from others. Accompanying guide and CD-ROM available. 2002, 9 minutes.

*VHS No. 620289*

## **Machine Guard Awareness**

Teaches employees to recognize the hazards of machines and their moving parts, understand the purpose and function of machine guards and follow safe work practices. Accompanying guide available. 2008, 14 minutes.

*VHS No. 620381*

*DVD No. 420381: Includes Spanish version. Closed captioned in English and Spanish.*

## **Machine Guarding**

Demonstrates the types of hazards associated with machine operation; the purpose, function and types of machine guards; and safe work practices. Accompanying guide available. 1999, 12 minutes.

*VHS No. 620254*

## **Machine Guarding Project**

Discusses the machine guarding of equipment used in the printing industry. Produced in partnership with the Printing Industries of Southern Ohio, OSHA and BWC's Division of Safety & Hygiene. Accompanying guide available. 1995, 29 minutes.

*VHS No. 620193*

## **Machine Shop Safety**

Illustrates the importance of recognizing hazards and following good work practices in machine shops. Includes housekeeping, machine guards, personal protective equipment and proper dress. Accompanying guide available. 1991, 20 minutes.

*VHS No. 620057*

## **Machine Shop Safety**

Stresses the importance of good housekeeping, safe work practices and personal protective equipment in machine shops. Closed captioned. 1996, 8 minutes.

*VHS No. 620214*

## **Machines, Operators and Guards: Real Accidents, Real Stories**

Emphasizes the importance of working safely with machines and using the guards provided as intended. Illustrates these points with two incidents where complacency and shortcuts led to injury and death. 2008, 15 minutes.

*VHS No. 620386*

*DVD No. 420386*

## **Maintaining Your Safety**

Focuses on best safety practices for industrial maintenance workers. Covers lockout/tagout, electrical work, ladders, elevated work platforms, fall arrest equipment, tools and resisting the pressure to "fix it fast." Accompanying guide available. Closed captioned. 2010.

*VHS No. 620065: 20 minutes.*

*DVD No. 420065: 20 minutes.*

*DVD No. 420066: 10 minutes. Concise version.*

## **Manual Pallet Jack Safety**

Shows how to safely operate hydraulic pallet jacks and manual pallet trucks, including pre-operational inspection, load lifting and moving techniques and proper body mechanics. Accompanying guide available. 1995, 8 minutes.

*VHS No. 620384*

*DVD No. 420384*

## **Mechanical Power Press Safety:**

### **Don't Press Your Luck**

Explains the types of guards and devices used to safeguard mechanical power presses. Also covers safe operation, inspection and maintenance. 1996, 14 minutes.

*VHS No. 620187*

## **Mill Safety and Rescue in the Rubber Industry**

Emphasizes the importance of an effective mill rescue program and describes the mill rescue kit, team, procedures and drills. Demonstrates the mill breaking or roll opening rescue method and explains the mill reversal method. Includes Spanish version. Must be played in a computer. 1997, 18 minutes.

*DVD No. 420429*

### **More High Impact Forklift Safety**

Examines several tragic lift truck incidents and shows how to avoid similar scenarios by following safe operating practices. Emphasizes operator responsibility.

Accompanying guide available. 2004.

VHS No. 620411: 20 minutes.

DVD No. 420411: 20 minutes. Closed captioned.

DVD No. 420412: 10 minutes. Closed captioned.

Concise version.

### **Newcomers**

Provides an opportunity for viewers to spot the hazards and mistakes as they watch five employees address the challenges of their new jobs. Closed captioned. 2007, 21 minutes.

VHS No. 620370: Accompanying checklist available.

(Request the checklist to take full advantage of this video.)

DVD No. 420370: Includes Spanish version. Includes resource material.

### **Now, More Than Ever**

Features Charlie Morecraft speaking on how taking responsibility for your own safety and the safety of co-workers is more important than ever after the events of September 2001. 2002, 25 minutes.

VHS No. 620007

DVD No. 420007

### **OSHA: An Introduction**

Presents an overview of OSHA, addressing its purpose, standards, general duty clause, inspections and citations, multi-employer work sites, etc. Accompanying guide available. Closed captioned. 2004, 19 minutes.

VHS No. 620296

DVD No. 420296: Includes Spanish version. Includes resource material.

### **One for All: Teamwork the Meerkat Way**

Features the survival skills of meerkats to illustrate the importance of teamwork and interdependence in creating a successful safety culture. Closed captioned. 2006, 15 minutes.

VHS No. 620359

DVD No. 420359: Includes Spanish and Portuguese versions. Includes resource material.

### **Operating Electric Pallet Jacks Safely**

Discusses how to operate electric-powered pallet jacks safely, so operators can deliver their loads while avoiding injury and property damage. Covers both walkie and rider pallet trucks. Accompanying guide available. 2005, 15 minutes.

VHS No. 620335

### **Orderpicker Safety**

Focuses on best safety practices for orderpickers, including the use of fall protection. Covers how the truck works, how to perform inspections and how to operate the truck safely. Accompanying CD-ROM and guide available.

Closed captioned. 2002, 9 minutes.

VHS No. 620318

DVD No. 420318

### **Orientation to Workplace Safety**

Provides an introduction to good safety habits and awareness, stressing the importance of having a positive safety attitude. 1998, 16 minutes.

VHS No. 620245

## **New!**

### **Overhead & Gantry Cranes**

Describes safe operating procedures for indoor overhead (bridge) and gantry cranes. Includes inspections and rigging, lifting and moving a load. Includes Spanish and Portuguese versions. Includes resource material. Closed captioned. 2011, 20 minutes.

DVD No. 420031

### **Overhead Crane Safety**

Gives thorough review of the safe operation of overhead cranes. Covers types of cranes, inspection, operation and rigging. Accompanying guide available. 2002, 22 minutes.

VHS No. 620061

### **PPE: Don't Start Work Without It**

Emphasizes the importance of personal protective equipment (PPE). Covers PPE for eyes and face, hearing, head, hands and feet. Accompanying CD-ROM and guide available. Closed captioned. 13 minutes.

VHS No. 620320: 2003.

DVD No. 420320: 2005. Includes Spanish and Portuguese versions. Includes resource material.

### **PPE: Head to Toe**

Reviews the basics of personal protective equipment, including employer and employee responsibilities.

Addresses PPE for head, eyes, hearing, breathing, body, hands and feet. Accompanying guide available. Closed captioned. 2007.

VHS No. 620395: 15 minutes.

DVD No. 420395: 15 minutes.

DVD No. 420433: 10 minutes. Concise version.

# Video descriptions

## **PPE: Wear It for You (David's Been Hurt)**

Features the true story of David Dyck, a worker whose life was saved by the personal protective equipment (PPE) he was wearing. Challenges viewers to wear PPE for ourselves and our families. Accompanying guide available. 2011, 12 minutes.  
*DVD No. 420017*

## **PPE: Your Defensive Line**

Describes the various types of personal protective equipment (PPE) and how to use them properly. Includes PPE for eyes and face, head, hearing, hands and feet. Accompanying guide available. 2008, 20 minutes.  
*VHS No. 620387*  
*DVD No. 420387: Includes Spanish version. Closed captioned in both English and Spanish.*

## **PPE Essentials**

Explains the role of personal protective equipment (PPE) in minimizing the risks of injury. Covers the following types of PPE and the hazards they address: head, foot, hand/arm, eye/face, hearing, body, respiratory and fall protection. Contains graphic re-enactments of injuries. Accompanying guide available. Closed captioned. 2008, 24 minutes.  
*DVD No. 420419*

## **Pallet and Skid Safety**

Presents information on the different types, weight capacities and wood quality of wooden skids and pallets. Demonstrates safe handling guidelines. Accompanying guide available. 2008, 14 minutes.  
*VHS No. 620388*  
*DVD No. 420388: Includes Spanish version. Closed captioned in both English and Spanish.*

## **Pedestrian Safety in Industry**

Encourages increased awareness of walking hazards in the industrial environment. Covers workplace signs, slips and falls, material handling equipment, overhead hazards and parking lots. Accompanying guide available. 2000, 17 minutes.  
*VHS No. 620356*  
*DVD No. 420356: Closed captioned.*

## **Pedestrian Safety Training**

Alerts pedestrians to the hazards of working around powered industrial truck traffic and offers suggestions to help them work safely. Includes Spanish version. Accompanying guide available. 1997, 7 minutes.  
*DVD No. 420394*

## **Personal Fall Protection: One Step Beyond**

Covers OSHA's fall protection standard and good safety practices for using personal fall protection systems. Suitable for general industry and construction. Accompanying guide available. Closed captioned. 1998, 13 minutes.  
*VHS No. 600076*

## **Personal Protective Equipment: Real Accidents, Real Stories**

Features the stories of three workers who sustained life-altering injuries as a result of not wearing necessary personal protective equipment. 2011, 15 minutes.  
*DVD No. 420067*

## **Personal Protective Equipment: The Right Choice!**

Introduces the types of personal protective equipment (PPE) available and emphasizes why it should be worn. Features a graphic testimonial from a worker who neglected to wear the proper PPE. Accompanying guide available. Closed captioned. 2007, 19 minutes.  
*VHS No. 620371*  
*DVD No. 420371: Includes Spanish and Portuguese versions. Includes resource material.*

## **Personal Protective Equipment: The Right Choice**

Reviews common types of personal protective equipment (PPE) used in the workplace: head, eye, hearing, hand and foot. Features actual worker testimonials regarding the use of PPE. Accompanying guide available. 2002, 16 minutes.  
*VHS No. 620063*  
*DVD No. 420063: Closed captioned.*

## **Personal Protective Equipment: Your Last Line of Defense**

Emphasizes the importance of taking personal responsibility for knowing what personal protective equipment (PPE) to wear and when to wear it, with no excuses. Reviews the various types of PPE. 2011, 19 minutes.  
*DVD No. 420895*

## **Power Lifters**

Divides program into two parts. Part 1 covers the basics of forklift trucks, such as training, inspections and capacity plates. Part 2 covers safety practices, including the stability triangle, loading docks and safety rules. Accompanying guide available. 1999, 34 minutes.  
*VHS No. 620152*

**Powered High Lift Trucks: Order Picker Safety**

Discusses the general features of order pickers, fall protection gear, pre-use inspections and safe operation of these high lift trucks. Accompanying guide available. 1999, 15 minutes.  
VHS No. 620257

**Powered Low-Lift Trucks:  
Walkie and Walkie/Rider Safety**

Reviews OSHA training requirements for powered low-lift trucks. Demonstrates the types of walkies and walkie/riders, basics of safe operation, load handling, traveling and pre-operational inspection. Accompanying guide available. 1999, 16 minutes.  
VHS No. 620252

**Practical Approach to Ladder Safety**

Provides basic precautions to keep workers safe when using ladders. Presents practical tips for both common and special situations. Accompanying guide available. 2006.  
VHS No. 620347: 19 minutes.  
DVD No. 420347: 19 minutes. Closed captioned.  
DVD No. 420432: 9 minutes. Closed captioned.  
Concise version.

**Press Brake Operator Training System, Tape 1:  
Introduction to the Press Brake**

Describes how a press brake operates, the purpose of the major components and the kinds of bends that can be made. Accompanying guide available. 1989, 13 minutes.  
VHS No. 620899

**Press Brake Operator Training System, Tape 2:  
Press Brake Safety**

Familiarizes viewers with the basics of working safely around press brakes: personal protective equipment, press brake controls and safeguarding, material handling and safe operating procedures. Accompanying guide available (no. 820899). 1989, 21 minutes.  
VHS No. 620900

**Press Brake Operator Training System, Tape 3:  
Start Up, Production & Shut Down Procedures**

Presents the proper procedures for starting, operating and shutting down a press brake. Includes pre-operational inspection, controls, set up and material placement. Accompanying guide available (no. 820899). 1989, 17 minutes.  
VHS No. 620901

**Press Brake Operator Training System, Tape 4:  
Improper Press Brake Operation & Product Defect**

Emphasizes the importance of recognizing improper press brake operation such as overloading, and common problem indicators on piece-parts such as tooling marks. Accompanying guide available (no. 820899). 1989, 10 minutes.  
VHS No. 620902

**Press Brake Operator Training System, Tape 5:  
Measuring & Inspecting Piece-Parts**

Introduces a variety of measuring devices used by press brake operators, including the combination square, vernier gage and coordinate measuring machine. Accompanying guide available (no. 820899). 1989, 5 minutes.  
VHS No. 620903

**Press Brake Operator Training System, Tape 6:  
Press Brake Tooling**

Explains how dies are used and describes the common types of dies. Teaches the press brake operator how to select the correct die for the job. Accompanying guide available (no. 820899). 1989, 15 minutes.  
VHS No. 620904

**Press Brake Operator Training System, Tape 7:  
Press Brake Gaging**

Focuses on proper gaging when operating a manually gaged press brake. Describes the various types of material-position gages and stops and when they are used. Accompanying guide available (no. 820899). 1989, 8 minutes.  
VHS No. 620905

**Press Brake Operator Training System, Tape 8:  
Setup & Tear Down Procedures**

Leads viewers step-by-step through the setup and tear down procedures required to perform a job properly and safely on mechanical and hydraulic press brakes. Accompanying guide available (no. 820899). 1989, 21 minutes.  
VHS No. 620906

# Video descriptions

## **Press Brake Safeguarding**

Demonstrates various methods for safeguarding the point of operation of press brakes when used for bending material. 2003, 18 minutes.

*VHS No. 620326*

## **Prevention of Eye Injuries**

Attempts to raise the level of awareness about eye safety in workplaces where eye injury hazards are common. Covers eye anatomy, common types of injuries, personal protective equipment and first aid. Contains graphic examples of eye injuries. Accompanying guide available. 2004, 19 minutes.

*VHS No. 620297*

*DVD No. 420297*

## **Principles of Accident Investigation**

Introduces concepts related to accident investigations, including accident causes and contributory factors, gathering facts and determining corrective actions. Accompanying guide available. 2008, 11 minutes.

*VHS No. 620003*

*DVD No. 420003*

## **Pro-Active Safety Committee: A Team for Success**

Describes the purpose, organization and operation of successful safety committees, including issues of structure, membership and management support. 1995, 13 minutes.

*VHS No. 660062*

## **New!**

### **Protect Your Eyesight**

Demonstrates the effectiveness of ANSI-rated safety eyewear through a series of impact tests. Includes Spanish version. 2005, 7 minutes.

*DVD No. 420038*

## **New!**

### **Protecting Our Sight**

Discusses how the eyes work, common types of eye injuries and how to prevent them, types of eye protection available for a variety of hazards and first aid for injuries. Accompanying guide available. 2011.

*VHS No. 620027: 18 minutes.*

*DVD No. 420027: 18 minutes. Closed captioned.*

*DVD No. 420030: 9 minutes. Closed captioned. Concise version.*

## **New!**

### **Reach Truck Safety**

Points out the differences between narrow-aisle reach trucks and other forklifts. Covers what reach trucks are used for, pre-operational inspection, plugging and braking, load handling and tipovers. 2011, 15 minutes.

*VHS No. 620022*

*DVD No. 420022*

## **Rigging: Specialized in Safety**

Provides an introduction to rigging safety for cranes, derricks and hoists. Covers slings, planning the lift and best work practices. Accompanying CD-ROM and guides available. 2009, 15 minutes.

*VHS No. 620406*

*DVD No. 420406: Includes Spanish version. Closed captioned in both English and Spanish.*

## **Risk Assessment for Industry**

Outlines how to create a safer workplace using a three-step risk assessment process: identify hazards, assess risks and control risks. Accompanying guide available. 2000, 17 minutes.

*VHS No. 620278*

### **Safe and Effective Grinding**

Describes the safe operation of pedestal and bench grinders, including wheel selection, inspection, fitting, dressing and truing. Made in Australia. 1991, 17 minutes.  
*VHS No. 620160*

### **Safe Behavior – No Regrets**

Explains the important role of safety at the work site, how to incorporate safety into every task, and each employee's responsibility to maintain a safe and healthy work environment. Accompanying guide available. Closed captioned. 2002, 12 minutes.  
*VHS No. 620069*

### **Safe Operation of Overhead Cranes**

Demonstrates the safe operation of pendant-controlled overhead cranes, including pre-operational and operational checks, planning the lift, operational rules and shut-down procedures. Accompanying guide available. 1995, 20 minutes.  
*VHS No. 600165*

### **Safe Operation of Scissor & Boom Lifts**

Discusses the safe operation of elevated work platforms, showing a variety of lifts in various industrial environments. Covers operator training, stability, inspection, safe driving and fall prevention. Accompanying guide available. 2006, 19 minutes.  
*VHS No. 620338*  
*DVD No. 420338*

### **Safe Use of Powered Pallet Movers**

Covers the safe operation of powered pallet movers, including inspection, common hazards, personal protective equipment, training and safe work practices. Accompanying guide available. 1999, 13 minutes.  
*VHS No. 620124*

### **Safely on Your Feet**

Reviews the various features and types of safety footwear, and explains how to match foot protection to the job hazards. Accompanying guide available. 2007, 6 minutes.  
*VHS No. 620379*  
*DVD No. 420379*

### **Safety – Everyone's Responsibility**

Features Charlie Morecraft urging viewers to take responsibility for our own actions and our own safety, because what we do affects the lives of everyone around us. 2001.  
*VHS No. 620301: 48 minutes.*  
*DVD No. 420301: 48 minutes. Closed captioned.*  
*DVD No. 420016: 19 minutes. Concise version.*

### **Safety Awareness**

Provides an introduction to common workplace hazards, the hierarchy of risk controls and the hazard identification process. Uses graphic re-enactments and case studies to illustrate hazards and offer solutions. Accompanying guide available. 2009, 20 minutes.  
*VHS No. 620404*  
*DVD No. 420404: Closed captioned in English, French and Spanish.*

### **New!**

#### **Safety Decision Making: Overcoming Human Nature**

Features Tom Harvey explaining why working safely goes against human nature and how organizations can encourage safe decision making and discourage unsafe behavior. Accompanying guide available. 2012, 19 minutes.  
*VHS No. 620037*  
*DVD No. 420037: Closed captioned.*

### **New!**

#### **Safety First**

Serves as a safety orientation for new employees in the metal forming industry. Covers personal protective equipment, chemical hazards, material handling, machine guarding and lockout tagout. Includes resource material. 2008, 15 minutes.  
*DVD No. 420021*

### **Safety Housekeeping and Accident Prevention**

Presents the keys to working safely in an industrial environment. Addresses the following topics: attitude, clutter, tools and equipment, hazardous materials and personal protective equipment. Accompanying guide available. 2010, 13 minutes.  
*VHS No. 620415*  
*DVD No. 420415: Closed captioned.*

# Video descriptions

## **Safety in the Workplace: Volume III - Safety Orientation for New Employees**

Dramatizes new employee safety orientation. Produced by the National Federation of Independent Businesses with assistance from BWC's Division of Safety & Hygiene. Accompanying guide available. 1997, 15 minutes.  
VHS No. 620264

## **Safety Orientation: On Alert**

Encourages viewers to be alert like an eagle and maintain safety awareness. Covers slips, trips and falls, back safety, hazard communication, bloodborne pathogens, personal protective equipment, lockout/tagout, fire safety and evacuation. Accompanying CD-ROM and guide available. Closed captioned. 24 minutes.  
VHS No. 620286: 2003.  
DVD No. 420286: 2004. Includes Spanish and Portuguese versions. Includes resource material.

## **Safety Signs**

Explains the standardized language and color coding of safety signs and tags. Accompanying guide available. 2001, 5 minutes.  
VHS No. 620155

## **Safety Teams**

Provides an overview of the steps and responsibilities needed for a successful safety team. Accompanying guide available. 1999, 11 minutes.  
VHS No. 620337

## **Safety's Most Wanted**

Investigates the tendencies and modes of operation of three injury instigators: uncorrected hazards, shortcuts and complacency. Shows how to defeat these culprits, to prevent injuries at work and at home. Accompanying guide available. 2006, 15 minutes.  
VHS No. 620346  
DVD No. 420346: Closed captioned.  
DVD No. 420109: Includes nine-minute short version. Includes both versions in Spanish. Closed captioned in English and Spanish.

## **Safety's Most Wanted, Episode II: The Accomplices**

Shines the spotlight on three more injury-causing culprits: horseplay, apathy and the cowboy. Shows how each of these safety villains requires accomplices and must be defeated. Accompanying guide available. Closed captioned. 2007, 19 minutes.  
VHS No. 620369  
DVD No. 420369

## **Safety's Top 10 Causes of Workplace Injury**

Reviews the top 10 causes of workplace injuries and, more importantly, reminds viewers how these injuries can be prevented. Accompanying guide available. Closed captioned. 2010, 20 minutes.  
VHS No. 620414  
DVD No. 420414

## **Shattered: The Jeff Walters Story**

Features Jeff Walters relating the story of his 19 foot fall from a moving conveyor onto a concrete floor. Warns that taking shortcuts is not worth the risk. Accompanying guide available. Closed captioned. 2010.  
VHS No. 620128: 16 minutes.  
DVD No. 420128: 16 minutes.  
DVD No. 420129: 10 minutes. Concise version.

## **Slag Injuries to the Eye: It Can Happen to You**

Encourages welders to prevent eye injuries from slag by wearing appropriate eye protection. Accompanying guide available. 2004, 5 minutes.  
VHS No. 620333  
DVD No. 420333

## **Slips, Trips & Falls**

Explores the range of factors that contribute to slips, trips and falls while clearly defining methods for controlling risks in the industrial environment. Includes the safe use of ladders and a case study. Accompanying guide available. Closed captioned. 2010, 15 minutes.  
DVD No. 420410

## **Slips, Trips & Falls**

Explains the leading causes of slips, trips and falls and presents best practices and preventive measures applicable to a variety of workplaces. Accompanying CD-ROM and guide available. 2006, 12 minutes.  
VHS No. 620363  
DVD No. 420363

## **Slips, Trips and Falls**

Presents the three principles involved with slips, trips and falls: gravity, friction and momentum. Discusses common causes and prevention of slips, trips and falls, including walking surfaces and footwear issues. Accompanying guide available. 2004, 17 minutes.  
VHS No. 620316  
DVD No. 420316: Closed captioned.

**Slips, Trips & Falls: Keeping a Step Ahead**

Covers the causes and prevention of slips, trips and falls. Includes ladders, stairways and fall protection equipment. 2004, 12 minutes.

*VHS No. 620323: Accompanying guide available.*

*Closed captioned.*

*VHS No. 620896: In Spanish.*

*DVD No. 420323: Includes Spanish version. Accompanying guide available. Closed captioned in English and Spanish.*

**Slips, Trips and Falls: Stranger Than Friction**

Follows a worker through his day as he becomes more aware of the hazards that can cause slips, trips and falls and how to prevent them. Addresses footwear, house-keeping, friction, lighting, stairs and general awareness of surroundings. 2009, 20 minutes.

*DVD No. 420025*

**Slips, Trips and Falls: Taking the Right Steps**

Discusses the various causes and prevention of slips, trips and falls. Geared to employees in industrial environments. Accompanying guide available. Closed captioned. 2005, 19 minutes.

*VHS No. 620322*

**Solid Waste Series: Backing Accident Prevention**

Explains the measures drivers should always take to prevent backing accidents while driving a solid waste collection truck, including the use of spotters. 2009, 10 minutes.

*VHS No. 620024*

*DVD No. 420324*

*DVD No. 420325: In Spanish.*

**Solid Waste Series: Commercial Pick-Up (Front-End Loading and Roll-Offs)**

Focuses on the commercial pick-up of solid waste. Covers driving safety, container pick-up, roll-off sites, hot loads, transfer stations and landfills. 2009, 11 minutes.

*VHS No. 620101*

*DVD No. 420101*

*DVD No. 420102: In Spanish.*

**Solid Waste Series: Pre-Trip Inspection**

Shows how to perform a thorough pre-trip inspection of a solid waste collection vehicle. 2009, 9 minutes.

*VHS No. 620100*

*DVD No. 420399*

*DVD No. 420898: In Spanish.*

**Solid Waste Series: Residential Operations**

Reviews the hazards of residential pickup of solid waste, and recommends best practices. Addresses both manual and automated pickup. 2009, 11 minutes.

*VHS No. 620013*

*DVD No. 420012*

*DVD No. 420010: In Spanish.*

**Solid Waste Series: Route Safety Analysis**

Encourages drivers to identify and report hazards and unsafe conditions along their solid waste collection routes, including pavement damage, container accessibility and hazardous waste. 2009, 9 minutes.

*VHS No. 620081*

*DVD No. 420081*

*DVD No. 420088: In Spanish.*

**Solid Waste Series: Safety Orientation**

Provides a broad overview of the hazards that solid waste collection workers face. Geared to new employees. 2009, 12 minutes.

*VHS No. 620075*

*DVD No. 420075*

*DVD No. 420076: In Spanish.*

**Speak Up: Commit to Give Feedback**

Helps employees overcome their fear and anxiety, and learn how to give safety-related feedback to those around them. Accompanying guide and CD-ROM available. Closed captioned. 2001, 10 minutes.

*VHS No. 620287*

**Spiral to Disaster**

Recreates the succession of events and missed opportunities that led to the catastrophic destruction of the Piper Alpha oil and gas platform in the North Sea. Illustrates the importance of a comprehensive safety process. Accompanying guide available. Closed captioned. 2000, 24 minutes.

*VHS No. 620385*

*DVD No. 420385: Includes Spanish and Portuguese versions. Includes resource material.*

**Steps to Safety: Pedestrian Safety in a Material Handling Environment**

Presents basic guidelines for pedestrians walking in lift truck environments, including the importance of learning how lift trucks operate and becoming a defensive pedestrian. Accompanying CD-ROM and guide available. 2009, 8 minutes.

*DVD No. 420420*

**Stored Energy: The Hidden Hazard**

Raises awareness about the stored energy hazards of things such as loaded pallets, bulk material, cables, doors and heavy equipment found in receiving areas, warehouses and maintenance areas. Accompanying guide available. Closed captioned. 2007, 18 minutes.

*VHS No. 620374*

*DVD No. 420374: Includes additional section on railcars.*

# Video descriptions

## **New!**

### **Surviving the Fall: The Proper Use of Your Personal Fall Arrest System**

Demonstrates actual fall events and rescues to emphasize the importance of recommended practices for safely working at height. Covers the components of the personal fall arrest system, forces generated during a fall, fall limiting devices and suspension trauma. Accompanying guide available. 2012.

*VHS: 620035: 20 minutes.*

*DVD No. 420035: 20 minutes. Closed captioned.*

*DVD No. 420034: 10 minutes. Closed captioned.*

*Concise version does not include segments on rescue and suspension trauma.*

### **Take Time for Safety**

Focuses on how working safely is always more important than saving time and how rushing leads to risky behavior. Urges viewers to plan ahead, manage time and maintain concentration. Accompanying guide available. 2011, 16 minutes.

*VHS No. 620427*

*DVD No. 420427: Closed captioned.*

### **Tallest Tool in the Tool Box: Using Ladders Safely**

Describes how to use ladders safely, including selection of the right ladder for the job, inspection, proper set up, climbing and working at height. Accompanying guide available. Closed captioned. 2011, 16 minutes.

*DVD No. 420020*

### **Thank You**

Features friends and family members saying thank you to the co-workers who have helped keep their loved ones safe by correcting hazards and speaking up about unsafe behaviors. 2006, 4 minutes.

*VHS No. 620349*

*DVD No. 420349*

### **That's Why You Wear a Hardhat**

Uses several injury scenarios and worker testimony to emphasize workers can avoid most head injuries by properly using a hardhat. 2004, 13 minutes.

*VHS No. 620329: Accompanying guide available.*

*VHS No. 620330: In Spanish.*

### **That's Why You Wear Eye Protection**

Discusses various types of eye-protection devices and how they help prevent injuries. Emphasizes the importance of wearing the proper eye protection for each job task. 2004, 17 minutes.

*VHS No. 620327: Accompanying guide available.*

*VHS No. 620328: In Spanish.*

### **Tom Harvey's Accident Investigation for Everyone**

Features Tom Harvey explaining the roles and responsibilities of management, employees and investigators in the successful accident investigation process. Accompanying guide available. 2006, 22 minutes.

*VHS No. 620334*

*DVD No. 420334: Closed captioned.*

### **Tom Harvey's Safety Leadership for Everyone**

Features Tom Harvey discussing the traits that make a good safety leader and stressing that all employees can be safety leaders. 2004, 23 minutes.

*VHS No. 620291*

### **Treatment Plant Safety**

Identifies hazards of working in a water or wastewater treatment plant. Gives general overview of safe work practices. 1991, 16 minutes.

*VHS No. 620032*

### **Understanding Eye Safety at Work**

Dramatizes graphic examples of common eye injuries. Discusses eye safety control measures, types of safety eyewear and first aid for eye injuries. Accompanying guide available. 2006, 22 minutes.

*VHS No. 620375*

*DVD No. 420375: Closed captioned.*

### **Understanding Hazards and Risks**

Explains how hazards and risks are dealt with by individuals, society and in the workplace, and the difference between hazards and risks. Defines hazard categories and emphasizes that commitment from all employees is essential to accident prevention. Recommended for individuals new to safety positions. Accompanying guide available. 2000, 17 minutes.

*VHS No. 620279*

### **Understanding Safety Awareness**

Offers an orientation to safety awareness: consequences of accidents, importance of a team effort, safety policy, hazard identification and control, and safe work procedures. Promotes a commitment to and responsibility for safety. 2011, 13 minutes.

*DVD No. 420423*

### **Utility Cart Safety**

Provides an overview of utility cart safety, covering inspections, safe operating procedures, rules for riders and pedestrians. 2002, 10 minutes.

*VHS No. 620177*

## **New!**

### **Walkie Stacker Safety**

Familiarizes viewers with the safe operation of walkie stackers, also known as straddle trucks. Covers the daily inspection, center of gravity, stability triangle and general safe operating guidelines. 2012, 10 minutes.  
VHS No. 620908  
DVD No. 420908

### **Welding: Safe Work with Hotwork**

Discusses safety considerations for welding and cutting operations. Covers planning, personal safety, work area safety and equipment safety. Accompanying guide available. Closed captioned. 2002, 18 minutes.  
VHS No. 620321

### **Welding and Cutting**

Explains the hazards of welding, personal protective equipment and safe work practices required to minimize exposure. 1994, 8 minutes.  
VHS No. 620213

### **What Would You Say?**

Demonstrates how to approach co-workers about their unsafe behaviors. Recommends constructive comments that stay positive, express concern, relate the consequences and focus on the specific problem. 2005, 17 minutes.  
VHS No. 620331

### **Workplace Hazard Perception Challenge**

Presents a series of segments that show a variety of workplace hazards, posing the question "What's wrong with this picture?" Accompanying guide available. Closed captioned. 2003, 60 minutes.  
VHS No. 620290  
DVD No. 420290

## **Social and Behavioral Workplace Issues**

### **A.C.E. It! How to Solve Tough Workplace Problems**

Promotes a set of logical and intuitive steps to address and resolve stressful workplace problems that adversely affect productivity, morale and job satisfaction. Accompanying guide available. 2003, 19 minutes.  
VHS No. 700054: Closed captioned.  
DVD No. 400054: Includes resource materials.

### **ADA: Americans with Disabilities Act**

Features Catherine Crier discussing the Americans with Disabilities Act as it applies to the workplace, including reasonable accommodation and the hiring process. Accompanying guide available. Closed captioned. 2003, 23 minutes.  
VHS No. 700074  
DVD No. 400074: Includes Spanish version. Includes resource material.

### **Aging Workforce (Employee Version)**

Discusses the challenges and benefits of an aging workforce. Provides strategies for older workers to cope with the changes that aging brings. 2008, 11 minutes.  
VHS No. 700144  
DVD No. 400144

### **Aging Workforce (Management Version)**

Provides managers with strategies for dealing with the challenges of an aging workforce. Stresses the benefits of keeping older workers on the job. 2008, 12 minutes.  
VHS No. 700143  
DVD No. 400143

### **Bad Apples: How to Deal with Difficult Attitudes**

Helps viewers understand why people have bad attitudes and to use a five-step process for dealing with the situation. Accompanying guide available. 2000, 23 minutes.  
VHS No. 700051: Closed captioned.  
DVD No. 400051

### **Bomb Threats**

Explains how to deal with bomb threats. Recommends the use of a bomb threat checklist. 2011, 5 minutes.  
DVD No. 400002

### **Conflict Resolution in Industrial Facilities**

Encourages employees to limit and resolve conflicts. Discusses types of conflicts, strategies to resolve conflicts and defuse confrontations, and the consequences of unresolved conflicts. Accompanying guide available. 2007, 17 minutes.  
VHS No. 700072  
DVD No. 400072: Closed captioned.

### **Conflict Resolution in the Office**

Encourages office workers to limit and resolve conflicts. Discusses types of conflicts, strategies to resolve conflicts and defuse confrontations, and the consequences of unresolved conflicts. Accompanying guide available. 2007, 17 minutes.  
VHS No. 700073  
DVD No. 400073: Closed captioned.

# Video descriptions

## **Conflicts in the Workplace: Sources & Solutions**

Demonstrates specific techniques viewers can use in the workplace to keep disagreements constructive and resolve conflicts in a positive way. Accompanying guide available. Closed captioned. 2010, 17 minutes.  
*DVD No. 400056*

## **DOT Drug and Alcohol Testing: Your Rights and Responsibilities**

Provides drivers of commercial vehicles information about drug and alcohol testing required by the Department of Transportation, including the conditions and procedures for testing and the consequences of a positive test. Accompanying guide available. Closed captioned. 2001, 20 minutes.  
*VHS No. 700047*

## **Dealing with Drug and Alcohol Abuse... for Employees**

Presents information about substance use and abuse, including commonly used drugs, dependency and recovery. Addresses drug-free workplace policies and what to do if an employee suspects a co-worker of substance use on the job. Accompanying guide available. 2006, 19 minutes.  
*VHS No. 700064*  
*DVD No. 400064: Closed captioned.*

## **Diversity Unplugged: Provocative Insights, Practical Solutions**

Explores issues related to diversity in the workplace. Two groups of people discuss the following topics: understanding group and individual identity, challenging stereotypes, recognizing discrimination and taking responsibility. Accompanying guide available. 1997, 33 minutes.  
*VHS No. 700066*  
*DVD No. 400066*

### **New!**

#### **Driver Alert! What You Need to Know about DOT Alcohol and Drug Testing Rules**

Educates commercial drivers on the Department of Transportation requirements for alcohol and drug awareness and drug testing programs. Features Bill Judge, an expert on the legal issues of drug and alcohol testing at work. Accompanying guide available. 2010, 54 minutes.  
*DVD No. 400137*

## **Drug Testing Awareness: Supervisor**

Provides supervisors with an introduction to drug and alcohol awareness issues. Reviews common signs of drug and alcohol abuse, and techniques for addressing job performance issues. Accompanying guide available. 2003, 14 minutes.  
*VHS No. 700071: Closed captioned.*  
*DVD No. 400071*

## **Drugs and Alcohol at Work**

Serves as an introduction to the topic of drugs and alcohol in the workplace and outlines what organizations can do to address the issue. 2010, 7 minutes.  
*DVD No. 400126*

## **Ethics: The L.O.G.I.C. of Right**

Promotes the benefits of creating an ethical culture in the workplace. Illustrates common ethical dilemmas and issues with examples by asking viewers what they would do. Closed captioned. 2009, 22 minutes.  
*VHS No. 700118: Accompanying guide and CD-ROM available.*  
*DVD No. 400118: Includes resource material.*  
*Includes Spanish and Portuguese versions. Accompanying guide available.*

## **Everybody Wins: How to Turn Conflict into Collaboration**

Discusses how to recognize common conflict situations in the workplace and provides an approach to ensure a win-win resolution. Accompanying guide available. Closed captioned. 2002, 19 minutes.  
*VHS No. 700049*  
*DVD No. 400049: Includes additional material.*

## **Fatigue at Work**

Addresses the causes and effects of fatigue and suggests control measures that can prevent workplace errors and accidents and improve safety and performance. 2009, 10 minutes.  
*DVD No. 400164*

## **Fatigue Management Essentials**

Offers shift workers strategies for fatigue management, health management, and family and social life. Demonstrates the effects of sleep deprivation on work performance and driving. Accompanying guide available. Closed captioned. 2008, 18 minutes.  
*DVD No. 400146*

**Flashpoint: Recognizing and Preventing Violence in the Workplace**

Demonstrates how to identify and address “behaviors of concern” that can lead to violence in the workplace. Presents common myths, warning signs, options for responding and roadblocks to action. Accompanying guide available. Closed captioned. 2008, 21 minutes.

VHS No. 700005  
DVD No. 400005

**Harassment & Diversity: Respecting Differences (Employee Version)**

Shows examples of illegal harassment and explains why it is unacceptable. Describes how each employee can help contribute to an atmosphere of inclusiveness and respect at work. Accompanying guide available. Closed captioned. 2007, 16 minutes.

DVD No. 400122

**Harassment & Diversity: Respecting Differences (Manager Version)**

Teaches managers and supervisors how to recognize and prevent illegal harassment, and how to respond quickly and appropriately if there is a complaint of harassment. Accompanying guide available. Closed captioned. 2005, 20 minutes.

DVD No. 400123

**He Said, She Said**

Challenges beliefs and assumptions about sexual harassment and inappropriate behavior at work through a series of seven scenarios. 2006, 26 minutes.

VHS No. 700068: *Features a variety of workplace settings. Includes expert commentary.*  
DVD No. 400068: *Offers a choice of workplace settings: health care, industrial, office and retail/service. Includes resource material. Includes expert commentary. Closed captioned.*  
DVD No. 400178: *Offers a choice of workplace settings: health care, industrial, office and retail/service. Includes resource material. No expert commentary. Closed captioned.*

**New!**

**How to Survive an Armed Robbery**

Offers specific guidelines for retail store workers on what to do in the event of an armed robbery. Emphasizes cooperation, keeping a clear head and survival. 2005, 12 minutes.

VHS No. 700006  
DVD No. 400006

**In This Together: An Engaging Look at Harassment and Respect**

Provides employees with practical advice on showing and getting respect at work. Covers harassment, gossip, common courtesy and tolerance. Accompanying CD-ROM and guide available. Closed captioned. 2000, 18 minutes.

VHS No. 700060  
DVD No. 400060

**Let’s Get Honest**

Presents solutions to a variety of workplace sexual harassment issues ranging from flirting and dating to clueless behavior and predatory harassment. Accompanying guide and CD-ROM available. 2006, 15 minutes.

VHS No. 700067  
DVD No. 400067: *Closed captioned.*

**Life Is a Series of Presentations: Inspire, Inform & Influence. Anytime. Anywhere.**

Recommends a series of steps to follow that will enable viewers to make confident and persuasive presentations whenever they have an opportunity to inspire, inform or influence others. Accompanying guide available. Closed captioned. 2004, 24 minutes.

VHS No. 700053

**M.E.E.T. on Common Ground: Speaking Up for Respect in the Workplace**

Teaches viewers to recognize, respond to and resolve difficult interactions in the workplace that can stem from individual and cultural differences. Provides practical skills to create a respectful and inclusive workplace. Accompanying CD-ROM and guide available. 2001, 22 minutes.

VHS No. 700050: *Closed captioned.*  
DVD No. 400050: *Includes additional material.*

**Moment of Truth**

Presents a series of ethical dilemmas in a variety of workplaces to show how to make the right choices using four key questions. Accompanying guide available. Closed captioned. 2008, 22 minutes.

VHS No. 700145  
DVD No. 400145: *Includes resource material.*

**Murder 9 To 5**

Examines three cases of violence against co-workers through interviews with killers and survivors. Gives overview of warning signs. Warning: Contains strong language in opening scenes. Accompanying guide available. 1994, 48 minutes.

VHS No. 700037

# Video descriptions

## **On the Edge: Managing High-Risk Situations**

Uses several scenarios to illustrate warning signs of workplace violence, focusing on threats, harassment and sabotage from employees. Recommends both immediate and long-range solutions. Accompanying guide available. 2001, 15 minutes.

*VHS No. 700048*

## **Personal Hygiene in the Workplace**

Addresses the sensitive topic of personal cleanliness and appearance, and how it affects working relationships and productivity. 2011, 7 minutes.

*VHS No. 700042*

*DVD No. 400042*

## **Preventing Harassment: Creating a Positive Workplace**

Illustrates common types of harassment and how it affects the industrial workplace. Describes how to respond to harassment and how to prevent your own behavior from being construed as harassment. Accompanying guide available. 2011.

*VHS No. 700148: 21 minutes.*

*DVD No. 400148: 21 minutes. Closed captioned.*

*DVD No. 400135: 10 minutes. Concise version.*

## **Public Building Security: It's Everyone's Concern**

Provides an overview of safety and security in public buildings. Addresses security measures, employee participation, dealing with the public and handling high-stress situations. Accompanying guide available. Closed captioned. 2006, 17 minutes.

*VHS No. 700075*

*DVD No. 400075: Includes Spanish version.*

*Includes resource material.*

## **Recognizing Drug and Alcohol Abuse for Employees**

Teaches employees how to recognize the signs of illegal drug and alcohol abuse in the workplace. Gives information about alcohol and several types of commonly used drugs. 2004, 18 minutes.

*VHS No. 700057: Accompanying guide available.*

*Closed captioned.*

*VHS No. 700190: In Spanish.*

*DVD No. 400057: Includes Spanish and Portuguese versions. Includes resource material. Accompanying guide available. Closed captioned.*

## **Recognizing Drug and Alcohol Abuse for Managers**

Gives supervisors and managers the tools to recognize drug and alcohol use in the workplace and to take appropriate steps if substance abuse is suspected. Closed captioned. 2004, 20 minutes.

*VHS No. 700065*

*DVD No. 400065: Includes Spanish and Portuguese versions. Includes resource material.*

## **Right Side of the Line: Creating a Respectful and Harassment-Free Workplace**

Addresses harassment in all its forms (unprofessional teasing, inappropriate humor, stereotyping, gossip and sexual harassment), giving employees the tools to resolve situations before they escalate. Accompanying guide available. 2005, 22 minutes.

*VHS No. 700058: Closed captioned.*

*DVD No. 400058: Includes resource materials.*

## **School Violence: Expect the Unexpected**

Helps school teachers, administrators and staff prevent school violence. Covers the crisis prevention plan, the warning signs of potentially violent students, how to de-escalate a potentially violent situation and what to do when violence erupts. Accompanying guide available. Closed captioned. 2008, 20 minutes.

*VHS No. 700147*

*DVD No. 400147: Includes Spanish version. Includes resource material.*

## **Shiftwork: Circadian Survival**

Examines the challenges that shift workers face and presents practical guidelines to help make the necessary adjustments. Covers circadian rhythms, sleep issues, diet and exercise, and social and family life. Accompanying guide available. Closed captioned. 1998, 20 minutes.

*VHS No. 700004*

## **Shots Fired: When Lightning Strikes**

Empowers viewers with knowledge and strategies for surviving an active shooter situation in the workplace. Emphasizes the importance of possessing a survival mindset. Accompanying CD-ROM available. 2007, 17 minutes.

*DVD No. 400110*

## **Silent Storm: Intimate Partner Violence and Stalking: The Impact on the Workplace**

Dispels myths surrounding domestic violence and defines the problem as it affects the workplace. Provides guidance on what to do: recognize, respond, report and refer. Accompanying guide and CD-ROM available. Closed captioned. 2009, 25 minutes.

*DVD No. 400114*

## **Stress Management: A Practical Approach**

Encourages viewers to manage their reactions to stressful events with demonstrated techniques. Discusses causes of stress, and the symptoms and negative behaviors that can result. Accompanying guide available. 1997, 18 minutes.

*VHS No. 660033*

**Substance Abuse: The Manager's Role in Creating and Maintaining a Drug-Free Workplace**

Explains five main aspects of dealing with substance abuse in the workplace and three action steps managers can take to help keep the organization drug free.

Accompanying guide available. Closed captioned. 2002, 17 minutes.

VHS No. 700033

**New!**

**Substance Abuse: Training for Employees**

Discusses what employees can do to reduce the problem of substance abuse in their workplaces. Includes situational scenarios and a quiz to test viewers' understanding. Accompanying guide and CD-ROM available. Closed captioned. 2012, 32 minutes.

DVD No. 400083

**New!**

**Substance Abuse: Training for Supervisors**

Emphasizes the important role supervisors play in implementing an organization's substance abuse policy. Describes the behaviors leading to reasonable suspicion and how to confront an employee. Includes situational scenarios and a quiz. Accompanying guide and CD-ROM available. Closed captioned. 2012, 47 minutes.

DVD No. 400077

**Substance Abuse in the Workplace**

Raises awareness of how drug and alcohol abuse affects the workplace, and what employees can do. Accompanying guide available. Closed captioned. 2005, 10 minutes.

VHS No. 700061

DVD No. 400007

**Taking Control of Workplace Violence**

Helps managers and supervisors recognize, understand and deal with warning signs or threats of workplace violence. Teaches how to defuse threatening situations, assist troubled employees, safely hire and fire employees, and respond to emergency situations. Accompanying CD-ROM and guides available. 2005, 21 minutes.

VHS No. 700059

DVD No. 400059

**Understanding the New ADA**

Reviews the fundamental requirements of the Americans with Disabilities Act (ADA) and examines the significant changes due to the 2008 ADA Amendments Act. Explains the steps needed to comply. Closed captioned. 2009, 16 minutes.

VHS No. 700117: Accompanying guide and CD-ROM available.

DVD No. 400117: Includes resource material.

Includes Spanish version. Accompanying guide available.

**Violence on the Job**

Describes the nature of workplace violence, including robberies and violence by patients, clients and co-workers. Gives strategies to protect workers based on the type of job and the environment. Includes resource material. 2004, 27 minutes.

DVD No. 400100

**New!**

**What DOT Supervisors Need to Know about Reasonable Suspicion**

Educates supervisors on the Department of Transportation requirements for alcohol and drug awareness, and reasonable suspicion testing. Features Bill Judge, an expert on the legal issues of drug and alcohol testing at work. Accompanying guide available. 2010, 105 minutes.

DVD No. 400136

**Working with Stress**

Presents information on minimizing job stress at the organizational level, including identifying stressors, devising and implementing solutions, and conducting evaluations. 2002, 17 minutes.

VHS No. 700003

DVD No. 400003

**Workplace Harassment in Industrial Facilities**

Addresses all types of harassment: verbal abuse, threats, harassment and violence, sexual harassment and stalking. Illustrates with examples and offers strategies.

Accompanying guide available. 2007, 17 minutes.

VHS No. 700141

DVD No. 400141: Closed captioned.

# Video descriptions

## **Workplace Harassment in the Office**

Addresses all types of harassment: verbal abuse, threats, harassment and violence, sexual harassment and stalking. Illustrates with examples and offers strategies.

Accompanying guide available. 2007, 17 minutes.

VHS No. 700142

DVD No. 400142: *Closed captioned.*

## **Workplace Violence**

Describes what employees can do to prevent workplace violence. Discusses warning signs, and how to handle aggressive and violent behavior. 1996, 14 minutes.

VHS No. 700062: *Accompanying guide available.*

VHS No. 700063: *In Spanish.*

## **Workplace Violence: Customer Service and Field Personnel**

Demonstrates through various scenarios how to recognize and handle threatening or harassing situations on the job to avoid violence. Geared to customer service and field personnel. Accompanying guide available. 1994, 26 minutes.

VHS No. 700158

### **New!**

#### **Workplace Violence: The Early Warning Signs (for Employees)**

Stresses the importance of recognizing the warning signs of workplace violence and communicating to management. Dramatizes the 10 behaviors to watch for. Accompanying guide available. Closed captioned. 2010, 17 minutes.

DVD No. 400023

### **New!**

#### **Workplace Violence: The Early Warning Signs (Manager Version)**

Examines three principles for dealing with potential workplace violence: know the warning signs, encourage open communication with employees and draw on support when there are concerns. Provides guidelines for meetings. Accompanying guide available. Closed captioned. 2010, 24 minutes.

DVD No. 400024

## **Workplace Violence: The Legal Role in Keeping Your Workplace Safe**

Explains five issues managers face regarding workplace violence and three actions managers can take to keep their organizations safe and out of court. Accompanying guide available. Closed captioned. 2001, 17 minutes.

VHS No. 700027

### **New!**

#### **Workplace Violence: Threat Detection**

Teaches employees how to recognize threats in the workplace before these threats lead to violence. Describes the red flag behaviors and what to do. 2012, 16 minutes.

DVD No. 400010

## **WorkSmarts: How to Get Along, Get Noticed, and Get Ahead**

Provides four strategies for developing the competence and confidence to participate actively in the work environment. Accompanying guide available. Closed captioned. 2003, 18 minutes.

VHS No. 700052

## **Yes, You Can!**

Demonstrates mental, verbal and physical techniques to avoid or survive personal attack in various types of threatening situations. Presented by Debbie Gardner. 1995, 115 minutes.

VHS No. 700038

## **Supervisors**

### **Achieving Peak Performance on the Job**

Examines techniques to help viewers identify their most productive work habits, sharpen their skills and become peak performers. From the Manager's Success Toolbox. Accompanying guide and CD-ROM available. 2000, 30 minutes.

VHS No. 660095

DVD No. 460095

### **Actively Caring for a Total Safety Culture with E. Scott Geller, Ph.D.**

Introduces the fundamentals of behavior-based safety and person-based safety. Presented by E. Scott Geller. Accompanying guide available. 1993, 23 minutes.

VHS No. 660039

**After All, You're the Supervisor**

Describes and demonstrates the set of skills needed to become an effective supervisor. Features a new supervisor in a customer service department as he adjusts to his new role. Accompanying CD-ROM and guide available. Closed captioned. 2002, 20 minutes.  
*DVD No. 460093*

**Batteries Not Included: The Energized Approach for Achieving Great Programs**

Focuses on how to successfully introduce new safety initiatives by creating environments that are energized by employees who are motivated, receptive and involved. Presented by Michael Melnik. Accompanying guide available. 2004, 32 minutes.  
*VHS No. 660094*  
*DVD No. 460094*

**Becoming a Coach: Bringing Out the Best in Employees**

Demonstrates how a new supervisor learns to coach his employees. Describes the requirements for and the benefits of good coaching. From the New Supervisor Toolbox. Accompanying guide and CD-ROM available. 2004, 23 minutes.  
*DVD No. 460206*

**Coaching Safe Behavior**

Presents techniques for coaching that promote safe behavior, including how to give both correcting and rewarding feedback. From the series Actively Caring for Safety with E. Scott Geller, Ph.D. Accompanying guide available. 1994, 23 minutes.  
*VHS No. 660041*

**Conquer the Chaos: The Best Ideas in Time Management**

Provides suggestions for managing time more wisely, including taming workloads, overcoming procrastination, limiting interruptions, mastering the art of delegation and using technology as a time-saving tool. From the Manager's Success Toolbox. Accompanying guide and CD-ROM available. 2002, 21 minutes.  
*VHS No. 660096*  
*DVD No. 460096*

**Courage to Coach**

Addresses the single biggest fear of managers. Teaches a four-step method for coaching an employee when the employee does not want to be coached. Accompanying guide available. 19 minutes.  
*VHS No. 660079: 2000. Closed captioned.*  
*DVD No. 460079: 2003. Includes resource material.*

**Creating Your Dream Team: How to Harness the Power of Teamwork**

Walks team leaders through the team-building process and describes strategies such as team member selection, coaching and creating a winning environment. Accompanying guide available. 2004, 18 minutes.  
*DVD No. 460213*

**Dan Petersen's Safety Management Series, Part 1: The Criteria for Safety Excellence**

Describes six fundamental criteria for establishing an effective safety culture and why they are important to safety excellence. Accompanying guide available. 1990, 20 minutes.  
*VHS No. 660051*

**Dan Petersen's Safety Management Series, Part 2: Evaluating Your Safety System**

Discusses techniques to effectively evaluate safety programs, such as perception surveys and behavior sampling, and explains why safety statistics and audits are ineffective. Accompanying guide available. 1990, 27 minutes.  
*VHS No. 660052*

**Dan Petersen's Safety Management Series, Part 3: Measurement and Reward**

Explains how the most important element in improving safety is supervisor accountability. Discusses the steps required, middle management's role and criteria for accountability. Accompanying guide available. 1990, 20 minutes.  
*VHS No. 660053*

**Dan Petersen's Safety Management Series, Part 4: Safe Behavior Reinforcement**

Presents four basic steps for establishing a safe behavior reinforcement system that rewards safe behavior with immediate positive feedback. Accompanying guide available. 1990, 15 minutes.  
*VHS No. 660054*

**Dan Petersen's Safety Management Series, Part 5: High Participation Safety – A Case Study**

Describes how to create a high-participation safety system by examining Esso Resources Canada, a company that has created one. Accompanying guide available. 1990, 26 minutes.  
*VHS No. 660055*

# Video descriptions

## **Dan Petersen's The Challenge of Change, Part 1: Creating a New Safety Culture**

Explains how a systematic, companywide approach to process of change can create a new and positive safety culture. Accompanying guide available. 1993, 19 minutes. VHS No. 660056

## **Dan Petersen's The Challenge of Change, Part 2: Implementing the Perception Survey**

Describes how to use safety perception surveys to identify areas most in need of attention. Accompanying guide available. 1993, 12 minutes. VHS No. 660057

## **Dan Petersen's The Challenge of Change, Part 3: Implementing the Interview Method**

Examines how to use structured interviews to assess status of safety culture. Accompanying guide available. 1993, 14 minutes. VHS No. 660058

## **Dan Petersen's The Challenge of Change, Part 4: Using the Analysis Tools**

Explains two effective analytical methods that problem-solving teams can use to identify underlying causes of safety problems: fault-tree analysis and a fishbone diagram. Accompanying guide available. 1993, 16 minutes. VHS No. 660059

## **Dan Peterson's The Challenge of Change, Part 5: Implementing Your Plan**

Covers the final steps involved in changing an organization's safety culture, including five areas an action plan must cover. Accompanying guide available. 1993, 17 minutes. VHS No. 660060

## **Family and Medical Leave Act: What Every Manager Should Know**

Explains the purpose and benefits of the Family Medical Leave Act. Presents the four most difficult issues managers face and three recommended actions to take. Accompanying guide available. Closed captioned. 2001, 15 minutes. VHS No. 660076  
DVD No. 460076: Includes resource material.

## **From Knowing To Doing: Maximizing the Return on Your Safety Training Investment**

Encourages safety trainers to create a learning atmosphere that will motivate employees to apply what they learn. Presented by Michael Melnik. 2008, 36 minutes. VHS No. 660103  
DVD No. 460103

## **Get Organized — And Stay Organized**

Outlines a seven-day plan for putting work life in order and keeping it that way, from removing clutter to creating the right filing system. From the Manager's SuccessToolbox. Accompanying guide and CD-ROM available. 2002, 22 minutes. VHS No. 660097  
DVD No. 460097

## **How to Communicate Clearly and Effectively With Employees**

Shows supervisors and managers how to motivate with praise, offer criticism, delegate and listen. Explains the benefits of communicating clearly. From the New Supervisor Toolbox. Accompanying guide and CD-ROM available. 2002, 21 minutes. DVD No. 460205

## **How to Juggle Multiple Priorities**

Offers a five-step C.A.N.-D.O. system to help cope with job overload. From the Manager's SuccessToolbox. Accompanying guide and CD-ROM available. 1997, 17 minutes. VHS No. 660098  
DVD No. 460098

## **How to SHINE in Difficult Management Situations**

Explains and demonstrates the SHINE technique which focuses on five key characteristics used to resolve difficult supervisory challenges. From the New Supervisor Toolbox. Accompanying guide and CD-ROM available. 2002, 21 minutes. DVD No. 460204

## **How We Lead: Insights to Build a Stronger Safety Culture**

Features interviews with six health and safety professionals on the importance of safety accountability, how we are all responsible for safety and the imperative to recognize safety as a core value. Accompanying guide available. 2006, 15 minutes. VHS No. 660090  
DVD No. 460090: Includes additional material.

## **Implementing Behavior-Based Safety**

Describes the four steps of the do-it process of the behavior-based approach to safety: define, observe, intervene and test. From the series Actively Caring for Safety with E. Scott Geller, Ph.D. Accompanying guide available. 1994, 27 minutes. VHS No. 660043

**Interviewing Techniques That Help You Hire the Best**

Presents a three-part system for interviewing job candidates that helps supervisors and managers get the most important information from the candidates and then objectively rate them to find the best one for the job. From the New Supervisor Toolbox. Accompanying guide and CD-ROM available. 2000, 30 minutes.  
*DVD No. 460203*

**Introduction to Behavior-Based Safety, Module 1: Foundation Concepts – Shifting the Paradigm**

Describes how traditional approaches to safety do not change at-risk behavior. Presents case for behavior-based safety. Accompanying guides available. 1997, 26 minutes.  
*VHS No. 660034*

**Introduction to Behavior-Based Safety, Module 2: Behavior Analysis – Understanding the Causes**

Explains the principles of ABC analysis, part of a behavior-based safety process. Looks at how antecedents and consequences favor either at-risk or safe behavior. Accompanying guides available. 1997, 25 minutes.  
*VHS No. 660035*

**Introduction to Behavior-Based Safety, Module 3: The Inventory – Defining Behavioral Exposures**

Explains the skills needed to define the right groups of behaviors to work on to reduce the frequency of at-risk behaviors. Accompanying guides available. 1997, 25 minutes.  
*VHS No. 660036*

**Introduction to Behavior-Based Safety, Module 4: Observation & Feedback – Creating Positive Consequences**

Demonstrates the basic steps of observation and feedback, explaining skills required to observe work behavior and to create positive consequences with feedback. Accompanying guides available. 1997, 20 minutes.  
*VHS No. 660037*

**Introduction to Behavior-Based Safety, Module 5: Problem Solving – Removing the Barriers**

Provides an overview of four steps for problem solving to remove system barriers to safety, part of the behavior-based safety process. Accompanying guides available. 1997, 25 minutes.  
*VHS No. 660038*

**Job Safety Analysis**

Gives an introduction to job safety analysis (JSA), indicates who should be involved and describes the four basic steps of JSA. Accompanying guide available. Closed captioned. 1997, 21 minutes.  
*VHS No. 660077*

**Job Safety Analysis**

Describes the purpose and benefits of job safety analysis and goes step-by-step through each element of process. Accompanying guide available. 1998, 15 minutes.  
*VHS No. 660049*

**Leadership at Every Level**

Illustrates four effective management styles and nine leadership traits that turn good managers into great leaders who motivate employees, improve teamwork and increase productivity. Accompanying guide available. Closed captioned. 2011, 24 minutes.  
*DVD No. 460215*

**Leadership Skills for Safety: Supervisor Training**

Explains skills and techniques supervisors can use to create a safe industrial work environment, such as hazard recognition through safety observation, accident analysis, job safety analysis and effective communication. Accompanying guide available. Closed captioned. 2001, 24 minutes.  
*VHS No. 660074*

**Leading the Way: Skills for Supervisors**

Presents skills effective supervisors possess: leadership, team building, communication, safety management and time management. Accompanying guide available. 2002, 12 minutes.  
*VHS No. 660075*

**Let's T.A.L.K.: How to Handle the Difficult Performance Appraisal**

Assists managers and supervisors in dealing with difficult performance appraisal situations, using a four-step process. Accompanying guide available. 2002, 20 minutes.  
*VHS No. 660081: Closed captioned.*  
*DVD No. 460081: Includes additional material.*

# Video descriptions

## **Light the Fire: Leveraging Appraisals for Maximum Performance**

Explains how to more effectively manage and appraise employee performance. Describes how to develop goals and objectives, and identify personal skills and growth needs. Presents the benefits of coaching, mentoring and ongoing feedback. Accompanying guides available. Closed captioned. 2004, 24 minutes.  
*VHS No. 660087*

## **Making Safety Incentives Work**

Provides basic guidelines for designing effective safety incentive programs, focusing on specific behaviors linked to achievable rewards. From the series *Actively Caring for Safety* with E. Scott Geller, Ph.D. 1994, 28 minutes.  
*VHS No. 660040*

## **Managing Stress Before It Manages You**

Describes the major causes of workplace stress and offers techniques such as the six-step ATTACK method for identifying and controlling stressors. From the *Manager's Success Toolbox*. Accompanying guide and CD-ROM available. 2000, 30 minutes.  
*VHS No. 660099*  
*DVD No. 460099*

## **Mastering Memos**

Gives suggestions to improve writing skills when communicating with other employees. From the *New Supervisor Toolbox*. Accompanying guide and CD-ROM available. 1991, 15 minutes.  
*DVD No. 460209*

## **Motivating Employees During Organizational Change**

Shows managers how to guide employees through an organizational change so they can prepare and adapt to it. From the *Manager's Success Toolbox*. Accompanying guide and CD-ROM available. 2002, 22 minutes.  
*VHS No. 660100*  
*DVD No. 460100*

## **Motivating Safe Behavior**

Discusses five strategies to promote involvement and motivate safe behavior. From the series *Actively Caring for Safety* with E. Scott Geller, Ph.D. 1994, 18 minutes.  
*VHS No. 660042*

## **OSHA Recordkeeping**

Clarifies requirements of OSHA's recordkeeping rule, covering what records must be kept, what goes on the record and how to fill out the required forms. Accompanying guide available. Closed captioned. 2001, 18 minutes.  
*VHS No. 660072*

## **On the Front Line: Leadership Training for the Power Transmission & Distribution Industry**

Contains three programs: *Why Safety Accountability*, *Define and Measure & Reward*. Lays out a three-step approach that front-line supervisors can follow to establish and reinforce a safety accountability system with employees. Accompanying CD-ROM and guide available. 2006, 48 minutes.  
*DVD No. 460089*

## **On the Front Line: Supervisor Training on Managing Safety — Why Safety Accountability? — Part 1**

Explains why safety should be a daily part of everyone's job. Argues safety activities should be defined, measured and rewarded just like productivity and quality. Accompanying guides available. 2000, 17 minutes.  
*VHS No. 660063*

## **On the Front Line: Supervisor Training on Managing Safety — Define — Part 2**

Discusses how to define safety activities for employees so they receive clear messages about importance of safety. Accompanying guides available. 2000, 16 minutes.  
*VHS No. 660069*

## **On the Front Line: Supervisor Training on Managing Safety — Measure and Reward — Part 3**

Describes how supervisors should measure and reward safety activities so employees get feedback about their safety performance. Accompanying guides available. 2000, 16 minutes.  
*VHS No. 660070*

### **PPE Hazard Assessment**

Teaches supervisors how to conduct a hazard assessment survey for selecting appropriate personal protective equipment. Accompanying guide available. Closed captioned. 12 minutes.

*VHS No. 660092: 2002.*

*DVD No. 460092: 2007. Includes Spanish and Portuguese versions. Includes resource material.*

### **Painless Performance Improvement**

Offers managers a six-step technique to help employees improve their own performance without the drama, conflict or pain often associated with performance issues. Accompanying CD-ROM and guide available. Closed captioned. 2004, 23 minutes.

*VHS No. 660085*

*DVD No. 460085: Includes resource material.*

### **Peer Today, Boss Tomorrow: Navigating Your Changing Role**

Presents four proven strategies that will help new supervisors balance their old co-worker relationships with their new management responsibilities. Accompanying guide available. Closed captioned. 2004, 25 minutes.

*VHS No. 660080*

*DVD No. 460080: Includes additional material.*

### **Power of Positive Discipline**

Demonstrates a six-step process of positive, progressive discipline for employees who fail to satisfy job requirements and gives them a fair opportunity to improve. Closed captioned. 2009, 21 minutes.

*DVD No. 460214*

### **Powerful Ways to Persuade People**

Encourages viewers to use four key concepts to master the process of persuasion so they can communicate their ideas in the most effective way possible and improve their ability to influence others. From the Manager's Success Toolbox. Accompanying guide and CD-ROM available. 1998, 25 minutes.

*VHS No. 660101*

*DVD No. 460101*

## **New!**

### **Principle to Practice with David Lynn**

Features David Lynn discussing successful techniques that safety leaders can use to put into practice the five key safety principles of the Occupational Safety and Health Administration's Voluntary Protection Program. Prepares safety leaders to change safety attitudes and culture in their organizations. Accompanying guide available. 2012, 25 minutes.

*VHS No. 660078*

*DVD No. 460078: Closed captioned.*

### **R.E.P.O.R.T. It! Near-Miss Reporting**

Emphasizes the importance of establishing a near-miss reporting process, and explains the steps involved.

Accompanying guides available. 2000, 15 minutes.

*VHS No. 660064*

### **Recognize It! Recognition Strategies for Supervisors**

Helps supervisors see the benefits of providing timely, sincere and specific recognition to employees working safely. Accompanying CD-ROM and guide available. 2006, 15 minutes.

*VHS No. 660091*

*DVD No. 460091*

### **Recordkeeping: True to Form**

Presents requirements of OSHA's recordkeeping rule as revised in 2002. Covers definitions, differences from the previous rule, filling out the forms and calculating an incidence rate. Accompanying CD-ROM available. Closed captioned. 2001, 29 minutes.

*VHS No. 660073*

### **Resolving Conflicts: Strategies for a Winning Team**

Shows managers and supervisors how to resolve behavioral problems that can prevent teams from reaching their goals. Describes several types of problem personalities. From the New Supervisor Toolbox. Accompanying guide and CD-ROM available. 1996, 17 minutes.

*DVD No. 460208*

### **S.T.A.R.T.: Part One — Why S.T.A.R.T. a Safety Culture?**

Presents convincing argument for creating a safety culture where supervisors are held accountable for their safety performance. Accompanying guides available. 2000, 25 minutes.

*VHS No. 660065*

# Video descriptions

## **S.T.A.R.T.: Part Two — S.T.A.R.T. to Recognize and Investigate**

Discusses the importance of the following techniques: identifying unsafe behaviors, investigating near misses, understanding accident pyramid and fact-finding instead of fault-finding. Accompanying guides available. 2000, 14 minutes.

*VHS No. 660066*

## **S.T.A.R.T.: Part Three — S.T.A.R.T. to Educate and Motivate**

Demonstrates how, within a safety culture, supervisors can successfully educate and motivate employees to work safely. Accompanying guides available. 2000, 15 minutes.

*VHS No. 660067*

## **S.T.A.R.T.: Part Four — S.T.A.R.T. Getting Results**

Wraps up the story of how one company successfully implemented a plan to create a safety culture where supervisors are held accountable for safety of their employees. Accompanying guides available. 2000, 20 minutes.

*VHS No. 660068*

## **S.T.A.R.T. II: The Way We Work, Part 1**

Narrates how one worker assists management in discovering how employees feel about safety. Discusses how to implement a safety culture. Accompanying guide available. Closed captioned. 1991, 17 minutes.

*VHS No. 660030*

## **S.T.A.R.T. II: The Way We Work, Part 2**

Dramatizes safety orientation given to a new employee. Covers the indirect cost of accidents, causes of accidents, importance of valuing safety and components of safety culture. Accompanying guide available. Closed captioned. 1991, 14 minutes.

*VHS No. 660031*

## **Safety Accountability with Dan Petersen, Video 1: A Message to Management**

Features Dan Petersen speaking about the importance of managing safety by making each individual accountable. Geared to senior management. Accompanying CD-ROM and guide available. 1999, 5 minutes.

*VHS No. 660082*

## **Safety Accountability with Dan Petersen, Video 2: Introducing Safety Accountability**

Educates managers on the need for instituting safety accountability. Includes testimony from four organizations that have implemented safety accountability. Accompanying CD-ROM and guide available. 1999, 18 minutes.

*VHS No. 660083*

## **Safety Accountability with Dan Petersen, Video 3: Implementing Safety Accountability**

Describes in detail how to go about implementing the safety accountability process. Features interviews with managers who have gone through the process of introducing, implementing and refining. Accompanying CD-ROM and guide available. 1999, 26 minutes.

*VHS No. 660084*

## **Safety As A Value: Stories & Experiences**

Features a series of candid interviews with real-life business leaders as they discuss how safety became integrated into their company cultures. Contains nine sections, each addressing a different topic such as trust, profits and leading by example. Accompanying guide available. 2010, 22 minutes.

*DVD No. 460210*

## **Safety Coach: The Seven Cs of Safety**

Explains seven coaching principles for world-class safety performance. Features Bobby Bowden, head football coach at Florida State University. Based on the book by David Sarkus. 2001, 19 minutes.

*VHS No. 660071*

## **Safety Committee: Problem or Solution?**

Dramatizes how an ineffective safety committee is transformed into one that makes a difference. Accompanying guide available. 1993, 30 minutes.

*VHS No. 660025*

## **Safety Coordinator Training**

Shows how a newly-appointed safety coordinator created a successful safety program. Addresses how to gain management support, locate training resources, establish a safety committee and create training programs. 2003, 23 minutes.

*VHS No. 660211*

*DVD No. 460211*

## **Safety in the Workplace, V.2: How to Involve Your Employees in the Safety Process**

Explains how to promote and implement employee involvement in the safety process. Discusses communication tactics, safety action plans, creating a safety culture and accountability. Produced with assistance of BWC's Division of Safety & Hygiene. Accompanying guide available. 1996, 20 minutes.

*VHS No. 660028*

**Safety Meetings: Give 'Em What They Want**

Shows how to prepare for and conduct first-rate safety meetings that are meaningful, dynamic and fun. Accompanying guide available. Closed captioned. 2002, 17 minutes.

VHS No. 660086

**Soaring With the Phoenix**

Features James Belasco and Jerre Stead sharing insights about the concept of organizational renewal and turning over the responsibility for work to the people who do the work. Accompanying guide available. 1999, 34 minutes.

VHS No. 660061

DVD No. 460061: Closed captioned.

**Spanish Speaking Workforce: Communication for Safety and Effective Production**

Offers managers and supervisors strategies for communicating with and motivating their Latino workforce for safety and productivity. Stresses the importance of understanding Latino culture, values and beliefs to bridge the communication gap. 2010, 28 minutes.

DVD No. 460216

**Speaking With Confidence, Clarity and Charisma**

Focuses on specific techniques for improving communication skills in meetings, on the phone and in face-to-face conversations. From the Manager's Success Toolbox. Accompanying guide and CD-ROM available. 2002, 22 minutes.

VHS No. 660102

DVD No. 460102

**Team-Building Techniques That Work: Practical Advice for Fostering Teamwork Among Your Staff**

Explains the five principles of teamwork, involving respect, cooperation, communication, commitment and customers. Discusses working with "difficult" team members, and describes several team-building exercises. Accompanying guide available. 2002, 22 minutes.

DVD No. 460212

**Train-the-Trainer: Making Learning Stick**

Encourages trainers to use proven techniques to ensure trainees retain and adopt the skills they have been taught. 1998, 17 minutes.

VHS No. 660104: Closed captioned.

DVD No. 460104

**Train-the-Trainer: Planning and Designing**

Presents suggestions for putting together effective workplace training on any topic. 1998, 15 minutes.

VHS No. 660105: Closed captioned.

DVD No. 460105

**Train-the-Trainer: Training With Media**

Emphasizes the importance of using visual aids and handouts, both traditional and cutting edge, in workplace training. 1998, 14 minutes.

VHS No. 660106: Closed captioned.

DVD No. 460106

**Training to Win: Helping Employees Meet or Surpass Their Goals**

Shows how managers and supervisors can help their employees succeed by training them to set the right goals, make smart decisions and weather setbacks. From the New Supervisor Toolbox. Accompanying guide and CD-ROM available. 2004, 17 minutes.

DVD No. 460207

## Miscellaneous

**101 Days of Summer Safety**

Provides safety tips for common summertime activities, such as vacation driving, sports, yard maintenance, swimming and boating. Accompanying guide available. Closed captioned. 2008, 20 minutes.

VHS No. 690204

DVD No. 490204

**Accidents Aren't Just One of Those Things**

Features Martin L'Esperance, a firefighter and paramedic, speaking on taking responsibility for your own safety, both on and off the job, and the huge consequences of not doing so. Accompanying guide available. 2003, 20 minutes.

VHS No. 690039

DVD No. 490039: Includes ten-minute short version.

Includes both versions in Spanish. Closed captioned in both English and Spanish.

**Chainsaw Safety: Real Accidents, Real Stories**

Recreates a tragic chain saw accident to illustrate the importance of actively following recommended safety procedures. Reviews safe work practices for chain saws. 2011, 10 minutes.

DVD No. 490226

**Chainsaw Safety Basics: An Expert's Perspective**

Employs the expertise of two professionals to explain and demonstrate working safely with chain saws. Includes pre-use inspection, refueling, personal protective equipment, starting the saw, avoiding kickbacks and safe cutting. 2011, 13 minutes.

DVD No. 490225

# Video descriptions

## **Convenience Store Safety**

Provides an orientation to safety and security for employees of convenience stores. Covers what to do if a robbery occurs, back injury prevention and proper housekeeping. 2011, 12 minutes.  
*DVD No. 490227*

## **Golf Cart & LSV Safety: On and Off the Course**

Presents basic safety rules for operating a golf cart or low-speed vehicle with special emphasis on safely interacting with pedestrians and automobiles. Includes resource material. Includes Spanish version. Accompanying guide available. Closed captioned. 2011, 17 minutes.  
*DVD No. 490006*

## **Grain Bin Safety: Protecting Yourself and Your Family**

Documents the tragic effects of grain bin entrapment. Describes first responder rescue tools and techniques. Urges safety practices that will prevent grain bin incidents. Includes 6-minute short version. 2011, 13 minutes.  
*DVD No. 490239*

## **Groundskeeping Safety: Be a Pro!**

Explains safe work practices for groundskeepers, covering personal protective equipment, hazardous materials, and mowing and trimming equipment. 1997, 17 minutes.  
*VHS No. 620001: Accompanying guide available. Closed captioned.*  
*VHS No. 620002: In Spanish. Accompanying guide available in Spanish.*  
*DVD No. 420001: Includes Spanish version. Includes resource material. Accompanying guide available. Closed captioned.*

## **Groundskeeping Safety: Dealing with Bugs & Critters**

Discusses how to recognize and avoid potentially dangerous creatures, such as bees, mosquitoes, spiders, ticks and snakes. Recommends personal protective equipment, skin protection and first-aid procedures for bites and stings. Accompanying guide available. Closed captioned. 1999, 16 minutes.  
*VHS No. 620064*

## **Injuries Don't Take Holidays**

Features Martin L'Esperance speaking on three safety topics pertinent to the winter holiday season: fire safety, driving safety, and the misuse and abuse of alcohol. 2003, 20 minutes.  
*VHS No. 690133*

## **Introduction to Drilling Safety**

Provides a safety orientation for workers performing geotechnical, mineral and ground water drilling operations. Accompanying guide available. 2006, 24 minutes.  
*DVD No. 490169*

## **Kevin Bailey Story**

Recreates the traumatic accident that occurred on a farm in northeastern Ohio. Features interviews with Kevin Bailey, his family and those who treated him for his injuries. Accompanying guide available. 2001, 15 minutes.  
*VHS No. 690172*  
*DVD No. 490172: Closed captioned.*

## **Kitchen Care**

Demonstrates safety procedures for food service workers in two segments: food handling, especially food-poisoning prevention techniques; and safe work practices in the kitchen, especially for electricity, lifting, fire and heat. 1998, 23 minutes.  
*VHS No. 690114: Accompanying guide available.*  
*VHS No. 690028: In Spanish. Accompanying guide available in Spanish.*

## **New!**

### **Landscape Power Tool Safety**

Describes the safe operation of four of the most widely-used landscape power tools: chain saws, string trimmers, blowers and pole saws. Stresses the use of personal protective equipment. 2009, 22 minutes.  
*DVD No. 490016*

## **Life Is for Living**

Presents a series of accident scenarios, illustrating how seemingly minor actions can lead to serious injuries. Can be used as a tool to start meetings or stimulate discussion. 2000, 3 minutes.  
*VHS No. 690035*  
*DVD No. 490035*

## **Lifting It Right**

Teaches automotive service technicians how to safely and effectively operate automotive lifts. Provides a step-by-step demonstration, using several types of lifts. Hosted by Richard and Kyle Petty. Accompanying guide available. 2009, 24 minutes.  
*DVD No. 490238*

### **Log and Lumber Loading Safety**

Presents safe operating procedures for log loaders used in lumberyards and sawmills, including pre-start checks, loading and transporting, and attachments. Produced with assistance from BWC's Division of Safety & Hygiene. 1996, 18 minutes.  
*VHS No. 690097*

### **Mailroom Security**

Dispels misinformation about hazards presented by suspicious mail, and provides best safety practices for recognizing and dealing with suspect mail. Geared to mailroom workers. 2001, 6 minutes.  
*VHS No. 690027*

### **New!**

#### **Martin Lesperance's Think and Be Safe**

Urges viewers to think about safety: think of the repercussions of unsafe actions, think about the ratio of risk to reward, think about the impact on others. Uses examples from both on and off the job. Accompanying guide available. 2007.  
*VHS No. 690009: 17 minutes.*  
*DVD No. 490009: 17 minutes.*  
*DVD No. 490010: 9 minutes. Closed captioned.*  
*Concise version.*

### **Miracle on the Hudson: Prepare for Safety**

Features the inspiring story of Capt. Chesley Sullenberger, the pilot who brought Flight 1549 to a safe landing on the Hudson River by calling upon the 4 Cs: competence, compassion, commitment and communication. Includes Spanish and Portuguese versions. Includes resource material. Closed captioned. 2011, 25 minutes.  
*DVD No. 490007*

### **New!**

#### **Move It! Rig Move Safety for Roughnecks**

Identifies the hazards and safety practices of rig moves for oil and gas drilling and service workers. Addresses hazards of weather, traffic, hand tools, hydraulic and electrical connections, and heavy loads. Closed captioned. 2010, 23 minutes.  
*DVD No. 490008*

### **New!**

#### **Occupational Dog Bite Safety**

Demonstrates how to minimize the risks of dog attacks for those who must enter residential premises. Explains canine behavior and how dogs react to human behavior. Accompanying guide available. 2012, 12 minutes.  
*DVD No. 490115*

### **Occupational Dog Bite Safety**

Demonstrates how to work safely among the dogs encountered in residential areas. Explains canine behavior and body language so workers can evaluate risks and take appropriate actions. 2002, 18 minutes.  
*VHS No. 690115*

### **Off the Job Safety**

Covers basic safety in the home, including food safety, carbon monoxide and gun storage. 1996, 6 minutes.  
*VHS No. 690105*

### **Professional Email Etiquette**

Encourages viewers to enhance the courtesy and professionalism of their email correspondence by paying attention to the details and avoiding common mistakes. 2010, 26 minutes.  
*DVD No. 490500*

### **Promises Promises**

Dramatizes how the poor choices we make about safety both on and off the job can impact the ability to keep promises to loved ones. Features the stories of three families. Accompanying guide available. Closed captioned. 2004, 14 minutes.  
*VHS No. 690121*

### **Restaurant Safety Orientation**

Promotes safe work practices in restaurants. Addresses personal protective equipment, cuts and burns, lifting, slips and falls, chemicals, food safety and security. 2010, 15 minutes.  
*VHS No. 690005*  
*VHS No. 690052: In Spanish.*  
*DVD No. 490005*  
*DVD No. 490052: In Spanish.*

# Video descriptions

## **Retail Safety Orientation**

Uses a TV news show format to discuss safety issues in retail stores, exploring the dual responsibilities that employees have for their own safety and that of their customers. Accompanying guide available. 2010, 18 minutes. *VHS No. 690220: Closed captioned.*  
*DVD No. 490220: Includes Spanish version. Closed captioned in both English and Spanish.*

## **Retail Safety Orientation**

Provides an introduction to health and safety issues for retail workers. Includes lifting, ladders, fires, bloodborne pathogens and personal hygiene. Accompanying guide available. Closed captioned. 2006, 20 minutes. *VHS No. 690160*  
*DVD No. 490160: Includes Spanish and Portuguese versions. Includes resource material.*

## **Return-to-Work Management Program**

Describes benefits of return-to-work programs for both employer and employee. Stresses the importance of communication and creation of meaningful transitional work jobs. Accompanying guide available. 1998, 25 minutes. *VHS No. 700045*

## **Ron Hayes: The Good Fight**

Features Ron Hayes, the father of a young man who died on the job, speaking on the importance of taking personal responsibility for working safely. Follow-up to Safety: The Good Fight (No. 690040). Closed captioned. 2003, 24 minutes. *VHS No. 690132*

## **Safe Operation and Use of All-Terrain Vehicles**

Discusses safe operating procedures for all-terrain vehicles (ATV) used on the job. Includes ATV pre-ride inspections, protective gear, traveling on slopes and rough terrain, and hauling tools and supplies. Accompanying guide available. 2006. *VHS No. 690165: 14 minutes.*  
*DVD No. 490165: 14 minutes. Closed captioned.*  
*DVD No. 490182: 9 minutes. Closed captioned.*  
*Concise version.*

## **Safety: The Good Fight**

Chronicles the effect on his family of a young man's death in a grain silo accident. Discusses how the accident could have been prevented if the employer, the employee and his co-workers had all taken responsibility for his safety. Closed captioned. 2003, 15 minutes. *VHS No. 690040*

## **Safety for Custodians**

Presents common hazards of custodial work and eight rules of cleaning safety. 1991, 18 minutes. *VHS No. 690088*

## **Safety Orientation for Schools**

Presents an overview of safety issues for school employees including back safety, ergonomics, fire, hazard communication, slips, trips and falls and electricity. Accompanying guide available. Closed captioned. 2002, 15 minutes. *VHS No. 690174*  
*DVD No. 490174: Includes Spanish version. Includes resource material.*

## **New!**

### **Safety Procedures for Lawn Mower Operators**

Addresses general safety issues for workers who operate lawn mowers, including pre-operational inspection, personal protective equipment and mowing around the public. Offers specific guidelines for operating walk-behind and ride-on mowers. Accompanying guide available. 2009, 20 minutes. *DVD No. 490017*

## **Security Awareness: at Work, Travel and Home**

Suggests actions individuals can take to increase security and safety while at work, while traveling and at home. Includes workplace security issues such as employee access and suspicious mail, and travel security issues in hotels, for tourists, while driving and at airports. Accompanying guide available. 2001, 19 minutes. *VHS No. 690224*

## **Slips, Trips and Falls: Educate Yourself**

Reminds school employees how to avoid slips, trips and falls. Provides specific suggestions on awareness and distractions, footwear, ladders and spills. Accompanying guide available. Closed captioned. 2010, 16 minutes. *VHS No. 620418*  
*DVD No. 420418: Includes resource material.*

**Summer Sports: Safety Wins**

Reviews safety tips for participating in a variety of summer sports, including softball, golf, walking and biking. Includes Spanish version. Includes resource material.

Accompanying guide available. Closed captioned. 1997, 13 minutes.

*DVD No. 490208*

**Supermarket Series: Baler Safety**

Demonstrates the safe operation of balers used in stores to crush and bale cardboard. 2011, 7 minutes.

*VHS No. 690229*

*DVD No. 490229*

**Supermarket Series: Box Cutter Safety**

Describes how to use box cutters safely, including cutting techniques, changing and disposal of blades and storage.

2011, 6 minutes.

*VHS No. 690230*

*DVD No. 490230*

**Supermarket Series: Preventing Slips, Trips & Falls**

Urges store employees to take responsibility for preventing slips, trips and falls by cleaning up spills, removing hazards, wearing appropriate footwear, etc. Addresses employee and customer safety. 2011, 9 minutes.

*VHS No. 690231*

*DVD No. 490231*

**Supermarket Series: Safety Orientation**

Provides a general overview of supermarket safety issues, including safe lifting techniques; prevention of cuts and burns, and slips, trips and falls; food safety; hazard communication; and machine operation. 2011, 20 minutes.

*VHS No. 690228*

*DVD No. 490228*

**New!****Take Pride in Your Job: Fall Protection**

Encourages oil and gas extraction workers to use fall protection when working at height. Features workers sharing their personal stories. 2008, 10 minutes.

*DVD No. 490502*

**Take Safety Home!**

Features Martin Lesperance, retired firefighter and paramedic, recalling true stories of off-the-job incidents resulting in injuries and deaths, and encouraging workers to take workplace safety practices home. Accompanying guide available. Closed captioned. 2009, 20 minutes.

*VHS No. 690001*

*DVD No. 490001*

**Temporary Worker Safety**

Presents an introduction to workplace safety for temporary and contract workers. Contains seven modules: a main module for initial training, plus six modules for specific types of workplaces—construction, food service, industrial, landscaping, office and warehouse. Produced by BWC for the Temporary Workers Alliance. 2009, 38 minutes.

*DVD No. 490212*

*DVD No. 490217: In Spanish.*

**Travel Safety**

Addresses safety precautions for business travel to minimize risks while driving, flying or staying in hotels.

Accompanying guide available. 2004, 15 minutes.

*VHS No. 690137: Closed captioned.*

*DVD No. 490137*

**Video Guide to Chain Saw Safety**

Demonstrates how to use chain saws effectively and safely in landscape maintenance. Includes personal protective equipment, safety features, maintenance tips and safe operation. 2007, 23 minutes.

*VHS No. 690173*

*DVD No. 490173*

**When the Phone Rings: Telephone Skills for Better Service**

Teaches the art of telephone courtesy: making a good first impression and handling calls smoothly and professionally. 2009, 20 minutes.

*DVD No. 490003*

**Winter Safety**

Presents off-the-job safety information for winter weather and the holidays. Covers warm clothing, shoveling snow, driving, fire safety and holiday parties. Accompanying guide available. 2009, 16 minutes.

*VHS No. 690214*

*DVD No. 490214: Closed captioned.*

# Video descriptions

## **Winter Walking: Avoiding Slips & Falls**

Gives viewers things to remember while walking in wintery conditions. Covers a wide variety of situations.

Accompanying guide available. 2009, 11 minutes.

*VHS No. 690213*

*DVD No. 490213: Closed captioned.*

## **Working Outdoors: Mosquitoes & Ticks**

Raises awareness of the potential dangers of mosquitoes and ticks to those who work outdoors. Covers West Nile Virus and Lyme disease. Accompanying guide available. 2004, 15 minutes.

*VHS No. 690127*

*DVD No. 490127: Includes Spanish version. Includes resource material. Closed captioned.*

## **Workplace Safety: Preventing Lifting and Carrying Injuries**

Presents an animated, virtual-reality tour of a restaurant, focused on preventing injury while lifting and carrying boxes and trays of food. Spanish-language version follows the English. Closed captioned in English. 2000, 12 minutes.

*VHS No. 690130*

## **Workplace Safety: Preventing Slips, Trips and Falls**

Presents an animated, virtual-reality tour of a restaurant, focused on preventing slips, trips and falls. Spanish-language version follows the English. Closed captioned in English. 2000, 11 minutes.

*VHS No. 690129*

## **Workplace Safety: Robbery Prevention and Awareness**

Presents an animated, virtual-reality tour of a restaurant, focused on security procedures that help prevent robberies and workplace violence. Spanish-language version follows the English. Closed captioned in English. 2000, 12 minutes.

*VHS No. 690131*

## **Your Safety Matters**

Provides a safety orientation for workers in the grain, feed and grain-processing industry. Covers fires and explosions, confined space and bin entry, lockout/tagout, fall protection, manlifts, etc. Includes Spanish version. Accompanying CD-ROM available. 2010, 30 minutes.

*DVD No. 490237*



