



Western Technical College

10116180 Occupational Safety and Health

Course Outcome Summary

Course Information

Description	Human resources is often responsible for safety and health issues in an organization. In this course, students will learn how to apply Occupational Safety and Health Administration (OSHA) regulations and fulfill safety training requirements. This class is fully interactive with instruction on job-specific subjects as well as the basics of how to read and interpret OSHA regulations.
Career Cluster	Business Management and Administration
Instructional Level	Associate Degree Courses
Total Credits	3
Total Hours	54

Textbooks

No textbook required.

Success Abilities

1. Live Responsibly: Foster Accountability
2. Refine Professionalism: Act Ethically

Program Outcomes

1. Develop training programs
2. Incorporate employment law into business practices

Course Competencies

1. Analyze potential hazards in the workplace.

Assessment Strategies

- 1.1. Written Product

Criteria

You will know you are successful when:

- 1.1. you successfully identify the potential hazards in the scenario presented.

Learning Objectives

- 1.a. Identify possible workplace hazards
1.b. Conduct a hazard assessment and evaluate potential remedies to meet OSHA standards

2. Examine safety awareness.

Assessment Strategies

- 2.1. Written Product

Criteria

You will know you are successful when

- 2.1. you explain the value of effective safety and health practices.
2.2. you summarize safety responsibilities.

Learning Objectives

- 2.a. Analyze costs associated with unsafe practices
2.b. Determine non-financial impacts of poor safety practices
2.c. Explain safety motivational techniques

3. Compare and contrast the rights of employers and employees under the OSH Act.

Assessment Strategies

- 3.1. Written Objective Test

Criteria

You will know you are successful when:

- 3.1. you successfully list five rights of employers and employees under the OSH Act.

Learning Objectives

- 3.a. Describe the benefits of an effective safety and health program
3.b. Name the four elements of an effective safety & health program
3.c. Differentiate how and when OSHA plays a role in a company

4. Compare and contrast the responsibilities of employers and employees under the OSH Act.

Assessment Strategies

- 4.1. Written Objective Test

Criteria

You will know you are successful when:

- 4.1. you successfully list five responsibilities of employers and employees under the OSH Act.

Learning Objectives

- 4.a. Describe the benefits of an effective safety and health program
4.b. Name the four elements of an effective safety & health program
4.c. Differentiate how and when OSHA plays a role in a company

5. Identify which appropriate OSHA regulations apply to situations, summarizing the importance and requirements of OSHA standards.

Assessment Strategies

- 5.1. Written Product

Criteria

You will know you are successful when:

- 5.1. you summarize safety responsibilities.
- 5.2. you complete research exercises with at least 70% accuracy.

Learning Objectives

- 5.a. Identify origin and organization of OSHA standards
- 5.b. Demonstrate ability to locate OSHA standards particular to a provided situation

6. Complete OSHA injury and illness recordkeeping.

Assessment Strategies

- 6.1. Written Product

Criteria

You will know you are successful when

- 6.1. you successfully determine if situations require OSHA recordkeeping.
- 6.2. you accurately fill out OSHA Forms 300, 300A and 301 given provided scenarios.
- 6.3. you define recordkeeping retention and reporting requirements.

Learning Objectives

- 6.a. Examine a scenario to determine if it is a recordable injury or illness
- 6.b. Identify which elements are needed and where on OSHA forms given a situation
- 6.c. Explain record retention and reporting requirements

7. Identify risk mitigation issues in the workplace.

Assessment Strategies

- 7.1. Written Product

Criteria

You will know you are successful when

- 7.1. you outline safety and security risks in the workplace.
- 7.2. you describe how to conduct workplace safety investigations.

Learning Objectives

- 7.a. Conduct due diligence investigations to evaluate risks and ensure legal and regulatory compliance
- 7.b. Explain emergency and disaster preparation and response plans
- 7.c. Identify strategies for dealing with pandemics in the workplace

8. Identify OSHA inspection priorities and processes.

Assessment Strategies

- 8.1. Written Objective Test

Criteria

You will know you are successful when:

- 8.1. you earn 70% or higher on the final exam.

Learning Objectives

- 8.a. Distinguish OSHA inspection priorities
- 8.b. Explain the inspection process

9. Classify fire extinguishers in relation to flammable substances they douse.

Assessment Strategies

- 9.1. Written Objective Test

Criteria

You will know you are successful when:

- 9.1. you identify which classification of extinguisher will douse various types of fires.

Learning Objectives

- 9.a. Differentiate between various types of portable fire extinguishers and their intended uses

- 9.b. Outline OSHA requirements for maintenance, inspection and training
- 9.c. Identify the requirements for a means of egress

10. Demonstrate how to properly use a fire extinguisher in a given situation.

Assessment Strategies

- 10.1. Demonstration

Criteria

You will know you are successful when:

- 10.1. you identify which classification of extinguisher will douse various types of fires.
- 10.2. you extinguish a fire using the PASS method.

Learning Objectives

- 10.a. Sequence the four steps of the PASS method of using a fire extinguisher
- 10.b. Pull the necessary pin to release the extinguisher valve
- 10.c. Aim the nozzle at the base of a fire
- 10.d. Dispense the contents of the extinguisher by squeezing the handle
- 10.e. Move the nozzle from side to side at the base of the fire in a sweeping motion to extinguish the flames

11. Create safety-related training.

Assessment Strategies

- 11.1. Written Product

Criteria

You will know you are successful when:

- 11.1. you develop training outcomes which address required OSHA elements based on the training topic.

Learning Objectives

- 11.a. Construct training objectives based upon provided safety topic
- 11.b. Ascertain important topic related elements
- 11.c. Analyze topic-related statistics
- 11.d. Ensure responsibility as a team member is sufficient, contributing to the success of the training

12. Conduct safety-related training.

Assessment Strategies

- 12.1. Conduct a training session as a member of a group

Criteria

You will know you are successful when:

- 12.1. you achieve the training objectives as determined by the chosen assessment technique.

Learning Objectives

- 12.a. Demonstrate training objectives based on provided safety topic
- 12.b. Convey important topic-related elements
- 12.c. Analyze topic-related statistics
- 12.d. Ensure responsibility as a team member is sufficient, contributing to the success of the training