

ENVIRONMENTAL HEALTH AND SAFETY

COURSE DESCRIPTION CATALOG



Revised January 2009



OHIO
UNIVERSITY

COURSE INFORMATION

This course description catalog describes courses offered by or through the Department of Environmental Health and Safety (EHS). EHS keeps a record of all employees attending EHS-sponsored training. Some courses are open enrollment; however, many are required only of certain employees to meet regulatory requirements. Some courses are required annually, and others are offered only upon request.

Register for EHS courses by phone at 593-9428 or e-mail to wilsonj2@ohio.edu. Course offerings for each academic quarter are posted on EHS's web site the first week of the quarter (www.ohio.edu/ehs). EHS posts announcements of course offerings, but does not notify supervisors individually of their employee's training requirements. Supervisors may contact the EHS [Training Coordinator](#) at 593-9428 with questions or to request employee training data.

SUPERVISORS:

- **Supervisors are responsible for being aware of training required by law for their employees and to keep appropriate records.**
- **Supervisors are responsible to make arrangements for their employees to register for and attend required training.**
- **Make sure your employees attend courses that they are registered for. Some courses are mandatory, and employees who miss required training can cause regulatory liability for the University and their supervisor.**

EHS COURSE INSTRUCTORS

<u>COURSE</u>	<u>INSTRUCTOR</u>	<u>PHONE #</u>
► EHS Training Coordinator	Julie Wilson	593-9428
Asbestos Awareness for Custodians & Housekeepers	Nathan Rath (with Jay North)	593-1685
Asbestos Awareness for Maintenance Workers	Nathan Rath (with Jay North)	593-1685
Asbestos Class II & III - Initial	Nathan Rath	593-1685
Asbestos Class II & III- Annual	Nathan Rath	593-1685
Biosafety (IBC) Orientation	Adriane Mohlenkamp	593-1662
Biosafety Primer		
Bloodborne Pathogens - Initial	Adriane Mohlenkamp	593-1662
Bloodborne Pathogens - Annual	Adriane Mohlenkamp	593-1662
Chemical Hygiene (Lab Standard)	Adriane Mohlenkamp	593-1662
Confined Space	Jeff Campbell	593-1664
DOT Hazardous Materials Training	Lawrence Gingerich	593-1663
DOT Hazardous Materials Training	Lawrence Gingerich	593-1663
EHS Aspects of Property Purchase, Renovation, and Demolition		593-1666
Ergonomics for (your department)	Jeff Campbell	593-1664
Fall Hazard Recognition & Prevention	Jeff Campbell	593-1664
Fire Safety	Bill Henestofel	593-1665
Fire Extinguisher Training	Bill Henestofel	593-1665
Hazard Communication	Nathan Rath	593-1685
Hearing Conservation & Noise Control - Initial	Nathan Rath	593-1685
Hearing Conservation & Noise Control - Annual	Terry Richardson	593-1685
Hot Work Permit	Jeff Campbell	593-1664

Hydrogen Sulfide (Corrosion Center Staff)	Nathan Rath	593-1685
Incident Investigation & Analysis	Jeff Campbell	593-1664
Inorganic Arsenic (Power Plant Staff)	Nathan Rath	593-1685
Lead - Initial	Nathan Rath	593-1685
Lead - Annual	Nathan Rath	593-1685
Lock Out/Tag Out	Jeff Campbell	593-1664
Radiation Safety Orientation	Alan Watts	593-4176
Respiratory Protection - Initial	Nathan Rath	593-1685
Respiratory Protection - Annual	Nathan Rath	593-1685
Safety in the Workplace (OSHA 10 hr. General Industry Course)	Jeff Campbell	593-1664
Scaffolding	Jeff Campbell	593-1664
Summer Student General Safety Awareness	Jeff Campbell	593-1664
Summer Student Painter Orientation (Lead Paint)	Nathan Rath	593-1685
Trenching & Excavation	Jeff Campbell	593-1664

ASBESTOS AWARENESS FOR CUSTODIANS AND HOUSEKEEPERS

Asbestos awareness training for custodians and housekeepers working in buildings that have asbestos-containing building materials in them. Required annually.

WHO MAY/MUST TAKE: Custodians and housekeepers with asbestos in their buildings and their supervisors.

PREREQUISITE: Must be in Custodial or Housekeeping

REGULATORY REFERENCE: 29 CFR 1910.1001 – General Industry

ANNUAL REQUIREMENT?: Yes

ASBESTOS AWARENESS FOR MAINTENANCE WORKERS

Asbestos awareness training for maintenance workers in buildings that have asbestos-containing building materials in them. *NOT FOR ASBESTOS ABATEMENT WORK.*

WHO MAY/MUST TAKE: Maintenance workers with asbestos in their buildings and their supervisors.

PREREQUISITE: Must be in maintenance departments

REGULATORY REFERENCE: 29 CFR 1926.1101

ANNUAL REQUIREMENT?: No

ASBESTOS CLASS II & III - INITIAL

Required for employees doing occasional work with non-friable, Class II Asbestos materials like floor tile, ceiling tile, transite panels and the like and Class III maintenance on acm.

WHO MAY/MUST TAKE: Any employees approved to disturb Class II & III Asbestos materials.

PREREQUISITE: Supervisor and EHS permission.

REGULATORY REFERENCE: 29 CFR 1926.1101 – Construction

ANNUAL REFRESHER REQUIREMENT?: Yes

ASBESTOS CLASS II & III- ANNUAL

Required annual review for Asbestos Class II & III certified employees.

WHO MAY/MUST TAKE: Employees approved to do Class II Asbestos work.

PREREQUISITE: Supervisor permission, Asbestos Class II & III- Initial course

REGULATORY REFERENCE: 29 CFR 1926.1101 - Construction

RESEARCH ORIENTATION (*)

Orientation of new faculty and staff to O.U. research safety programs and the Institutional Biosafety Committee (IBC) procedures. Joint program of EHS and Research Compliance.

WHO MAY/MUST TAKE: Interested parties, recommended for all new faculty, staff, and research associates especially in the sciences.

PREREQUISITE: None

REGULATORY REFERENCE: CDC/NIH guidelines, OU Biosafety Manual

(*) Radiation Program information sessions are sometimes also done at this time

ANNUAL REQUIREMENT?: No

BIOSAFETY PRIMER

A basic course on principles of biosafety. Introduction to CDC/NIH biosafety levels 1-4, related agents and lab requirements, containment concepts.

Introduction to NIH rDNA guidelines, Agent Transfer Law, Packaging, Ohio Infectious Waste Regulations, and related topics.

WHO MAY/MUST TAKE: Interested parties, recommended for biological and biomedical faculty, graduate students, and research associates.

PREREQUISITE: None

REGULATORY REFERENCE: CDC/NIH guidelines, NIH rDNA guidelines

ANNUAL REQUIREMENT?: No

BLOODBORNE PATHOGENS - INITIAL

Initial training for employees who have not previously taken any bloodborne pathogens courses. Review of OSHA Bloodborne Pathogens Standard, universal precautions, needle requirement changes, and related topics.

WHO MAY/MUST TAKE: Any employee with potential occupational exposure to blood or other potential infectious body fluids. Employees designated in the department's Exposure Control Plan or in department's Bloodborne Pathogens Program.

REGULATORY REFERENCE: 29 CFR 1910.1030

ANNUAL REQUIREMENT?: Yes

BLOODBORNE PATHOGENS - ANNUAL

Annual refresher and update class required for all employees in bloodborne pathogens program. Required annually.

WHO MAY/MUST TAKE: Any employee with potential occupational exposure to blood or other potential infectious body fluids. Employees designated in the department's Exposure Control Plan or in department's Bloodborne Pathogens Program.

REGULATORY REFERENCE: 29 CFR 1910.1030

CHEMICAL HYGIENE (LAB STANDARD)

All employees with occupational exposure to hazardous chemicals in the laboratory setting. Required review of OSHA Chemical Hygiene Standard and related lab safety information.

WHO MAY/MUST TAKE: All employees with occupational exposure to hazardous chemicals in the laboratory setting (faculty, lab technicians, grad. students, stockroom workers, etc)

REGULATORY REFERENCE: 29 CFR 1910.1450

CONFINED SPACE

Employees who are involved in entering confined spaces and have been designated with confined space entry duties *and* have been authorized by their supervisor and EHS should take this course.

WHO MUST TAKE IT: All employees who have been designated as confined space supervisors, attendants, monitors, or entrants.

PREREQUISITE: Supervisor and EHS permission

REGULATORY REFERENCE: 29 CFR 1910.146

ANNUAL REQUIREMENT?: No

D.O.T. HAZARDOUS MATERIALS AND SECURITY MODULE TRAINING

Training for employees who deliver, sign for, or prepare for shipping packages containing hazardous materials. Also for employees who sign infectious waste manifests for pick up on campus.

WHO MAY/MUST TAKE: Any employee transporting hazardous materials in inter- and intrastate commerce.

PREREQUISITE: Supervisor permission

REGULATORY REFERENCE: DOT HM-126F

ANNUAL REQUIREMENT?: Yes (every 2 years)

ENVIRONMENTAL HEALTH AND SAFETY ASPECTS OF PROPERTY PURCHASE, RENOVATION, AND DEMOLITION

Designed to familiarize planners, project managers, housing administrators, and purchasing agents with the regulatory requirements related to environmental health and safety for the purchase of property and the renovation and demolition of existing structures. Covers residential and commercial property concerns, Phase 1, 2, and 3 environmental audits, asbestos, lead paint, radon, mold, hazardous materials, and related topics. Also covers EPA/HUD lead paint disclosure laws.

WHO MAY/MUST TAKE: Facilities planners, project designers, housing personnel, purchasing agents, health & safety professionals.

PREREQUISITE: None

REGULATORY REFERENCE: OSHA, EPA, HUD, ODH, and others

ANNUAL REQUIREMENT?: No

ERGONOMICS FOR (your department)

Basic ergonomic training tailored to your department's job tasks and tools, as part of workplace ergonomic assessment of the department.

WHO MAY/MUST TAKE: Determined by department with EHS/Ergonomist.

PREREQUISITE: None

REGULATORY REFERENCE: None

ANNUAL REQUIREMENT?: No

FALL RECOGNITION AND PREVENTION

Basic fall hazard recognition will be presented. Fall prevention techniques such as guarding, fall harnesses, lanyards, and arrest devices, proper use of ladders and other devices will be discussed.

WHO MAY/MUST TAKE: Any employees working more than 6' off the ground where fall hazards exist.

PREREQUISITE: None

REGULATORY REFERENCE: 29 CFR 1926. Subpart M and others

ANNUAL REQUIREMENT?: No. Renewed every 3 years

FIRE SAFETY

This is a basic course on fire safety. Topics to be discussed include, but are not limited to: Common fire hazards, exits, and fire safety equipment.

WHO MAY/MUST TAKE: Any Employee

PREREQUISITE: None

REGULATORY REFERENCE: 29CFR1910.38, NFPA 10

ANNUAL REQUIREMENT: No

FIRE EXTINGUISHER TRAINING

This is a general course on the different type of fire extinguishers and when and how to use them. Some basic fire principles will also be discussed. This is a hands-on training. Closed-toed shoes must be worn.

WHO MAY/MUST TAKE: Any Employee

PREREQUISITE: None

REGULATORY REFERENCE: OSHA 1910.157(g), NFPA 10

ANNUAL REQUIREMENT: Yes

HAZARD COMMUNICATION

Required review of OSHA Hazard Communication Standard. Employee Right-to-Know training covering chemical hazards, labeling, MSDS, emergencies and the like.

WHO MAY/MUST TAKE: Any employee who uses hazardous chemicals in the workplace (non-laboratory).

PREREQUISITE: Supervisor permission

REGULATORY REFERENCE: 29 CFR 1910.1200

ANNUAL REQUIREMENT?: No

HAZWOPER (Hazardous Waste Operations & Emergency Response)

Gain an understanding of what hazardous materials are, their risks in an incident, and the potential outcome of an emergency created when hazardous materials are present.

WHO MAY/MUST TAKE: Individuals who are likely to witness or discover a hazardous substance release, and who are responsible for initiating the emergency response sequence.

PREREQUISITE: Courses are done in a series. Contact course instructor to determine what level to begin.

HOURS: 24 hours for initial training—8 hours for annual refresher training

REGULATORY REFERENCE: 1910.120(9)

ANNUAL REQUIREMENT: Yes

HEARING CONSERVATION AND NOISE CONTROL - INITIAL

Training on causes and prevention of noise-induced hearing loss, hearing protection, and the OSHA Noise Standard.

WHO MAY/MUST TAKE: Any employee who works in areas with eight-hour time-weighted average noise exposure of 85 dBA or more who are enrolled in the Hearing Loss Prevention Program.

PREREQUISITE: Supervisor and EHS permission

REGULATORY REFERENCE: 29 CFR 1910.95

ANNUAL REQUIREMENT?: Yes

HEARING CONSERVATION AND NOISE CONTROL - ANNUAL

Annual refresher/update training for employees in the Hearing Conservation Program

WHO MAY/MUST TAKE: Any employees who are enrolled in the Hearing Loss Prevention Program.

PREREQUISITE: Supervisor permission, Noise Control and Hearing Loss Prevention - Initial course

REGULATORY REFERENCE: 29 CFR 1910.95

ANNUAL REQUIREMENT: Yes

HYDROGEN SULFIDE (for Corrosion Center Employees)

Basic safety and health precautions when working with hydrogen sulfide gas in the Dept. of Chemical Engineering, Multi-phase Corrosion Center.

WHO MAY/MUST TAKE: All Corrosion Center Employees.

PREREQUISITE: Supervisor permission

REGULATORY REFERENCE: 29 CFR 1910 – Subpart Z

ANNUAL REQUIREMENT?: No

Hydrogen Sulfide classes are also offered by Corrosion Center Staff

INCIDENT INVESTIGATION & ANALYSIS

Causation and prevention of injuries and incidents will be reviewed. Basic principle of incident investigation and analysis will be discussed. Finding the root causes, contributing factors, and seeking solutions will be highlighted. The OHIO Incident Report Form and investigation system will be reviewed.

WHO MAY/MUST TAKE: Anyone interested or who must investigate and sign accident reports.

PREREQUISITE: None

REGULATORY REFERENCE: 29 CFR 1910

ANNUAL REQUIREMENT?: No

INORGANIC ARSENIC (Heating Plant Staff)

Training required for workers that have potential exposure to inorganic arsenic in coal dust during cleaning of the boilers at the Lausche Heating Plant.

WHO MAY/MUST TAKE: Anyone who enters boilers at the power plant.

PREREQUISITE: None (but Confined Space training is a requirement for entry also)

REGULATORY REFERENCE: 29 CFR 1910.1018

ANNUAL REQUIREMENT?: Yes

LEAD IN THE WORKPLACE - INITIAL

Initial training for employees that work with lead in construction; demolition; paint and scraping lead paint; welding, etc,

WHO MAY/MUST TAKE: Any employee with occupational exposure to lead paint or other sources of lead in the workplace.

PREREQUISITE: Supervisor permission

REGULATORY REFERENCE: 29 CFR 1926.62, 29 CFR 1910.1025

ANNUAL REQUIREMENT?: Yes

LEAD IN THE WORKPLACE - ANNUAL

Required annual refresher/update for employees occupationally exposed to lead hazards in the workplace.

WHO MAY/MUST TAKE: Any employee with occupational exposure to lead hazards in the workplace.

PREREQUISITE: Supervisor permission, Lead In the Workplace - Initial course

REGULATORY REFERENCE: 29 CFR 1926.62, 29 CFR 1910.1025

ANNUAL REQUIREMENT: Yes

LOCK OUT/TAG OUT

This class covers the Ohio University procedure for specifying the minimum locking, tagging, clearing, and trying steps necessary to render machinery, equipment, and process in a safe condition for maintenance or service work to be performed.

WHO MAY/MUST TAKE: This procedure applies to anyone working on equipment at Ohio University, whether an Ohio University employee or a contractor

PREREQUISITE: None

REGULATORY REFERENCE: 1910.147

ANNUAL REQUIREMENT: Every three years

RADIATION SAFETY ORIENTATION

Basic radiation safety training for all employees working with radiation materials in laboratories.

WHO MAY/MUST TAKE: All employees who will become “authorized radiation workers”

PREREQUISITE: None

WHEN OFFERED: In Hudson 218 (subject to change, check with EHS), usually once a month, as requested.

REGULATORY REFERENCE: OAC 3701: 1-38
ANNUAL REQUIREMENT?: No

RESPIRATORY PROTECTION - INITIAL

Training for employees on the proper use of respirators and requirements of the Ohio University Respiratory Protection Program.

WHO MAY/MUST TAKE: Any employee who must wear a respirator as a result of a workplace assessment by EHS.

PREREQUISITE: Supervisor and EHS permission

REGULATORY REFERENCE: 29 CFR 1910.134

ANNUAL REQUIREMENT?: Yes

RESPIRATORY PROTECTION - ANNUAL

Annual refresher for employees enrolled in the Ohio University Respiratory Protection Program.

WHO MAY/MUST TAKE: Any employee enrolled in the O.U. Respiratory Protection Program and who uses a respirator.

PREREQUISITE: Supervisor permission, Respiratory Protection - Initial course

REGULATORY REFERENCE: 29 CFR 1910.134

ANNUAL REQUIREMENT: Yes

SCAFFOLDING

Basic safety training for the safe erection and use of various types of scaffolding.

WHO MAY/MUST TAKE: Required for anyone that must erect, use, or work off scaffolding.

PREREQUISITE: None

REGULATORY REFERENCE: 29 CFR 1926.450-.454

ANNUAL REQUIREMENT?: No

SUMMER STUDENT GENERAL SAFETY ORIENTATION

Safety orientation on hazard communication, ladders, and personal protective equipment for students with summer jobs at O.U.

WHO MAY/MUST TAKE: All student workers at Facilities Management and Residence and Auxiliary Services

PREREQUISITE: None
REGULATORY REFERENCE: 29 CFR 1910.132, .25-26, .1200
ANNUAL REQUIREMENT?: Yes

SUMMER STUDENT PAINTERS ORIENTATION – LEAD PAINT

Orientation to lead paint and proper work practices for student painters working on lead paint.

WHO MAY/MUST TAKE: All student painters.

PREREQUISITE: None

WHEN OFFERED: Once per year, usually the week after graduation in June

REGULATORY REFERENCE: 29 CFR 1910.1025

ANNUAL REQUIREMENT?: Yes

TRENCHING AND EXCAVATION

Basic safe excavation of trenches and holes in soil is reviewed. Shoring, sloping, benching, and equipment uses is reviewed.

WHO MAY/MUST TAKE: Any employee required to dig or get into trenches or excavations. All heavy equipment operators.

PREREQUISITE: None

WHEN OFFERED: As needed, contact EHS

REGULATORY REFERENCE: 29 CFR 1926.650

ANNUAL REQUIREMENT?: No