

Syllabus for HVA 107 602

Safety in the Workplace

Red Rocks Community College Summer 2014

Instructor: Candice Moriarty and Robert Halstead

Email: candice.moriarty@rrcc.edu and Robert.halstead@rrcc.edu

Location: RCTC 3840

Time: Thu. 5/29/14 from 6:00pm – 9:45 pm, Sat/Sun 6/21/14 – 6/29/14 from 9:00 am – 5:00 pm

Materials: American Heart Association First Aid CPR AED Manual, Study Guide and Internet Access

Course Objectives

Upon successful completion of this class, the student should be able to:

- State the purpose of the OSH Act and list the functions of OSHA
- List the OSHA inspection priorities and describe the inspection process
- Describe the rights and responsibilities of employers and employees under the OSH Act
- Explain the guidelines for identification and elimination or control of potential workplace hazards
- Demonstrate the ability to recognize and respond to a variety of workplace scenarios requiring first aid
- Demonstrate the ability to recognize a cardiac emergency and respond appropriately by calling 911 and performing CPR and using an AED
- Demonstrate the ability to recognize and respond to a choking emergency

Course Information

This course provides a comprehensive overview of the need for safety in the workplace and the actions to take when an emergency or work-related injury occurs on the job. It covers the role that OSHA has in helping to prevent and eliminate work-related injuries and follows the American Heart Association First Aid and CPR guidelines.

This course is designed to enhance employee safety awareness of hazards in the workplace. Students will be introduced to OSHA standards and health regulations covered in the OSH ACT Part 1926. Special emphasis will be placed on the most hazardous areas using OSHA standards as a guide. Upon successful completion of this course, students will receive an OSHA 10-hour Construction Outreach course completion card within 4 to 6 weeks.

This course is also designed to teach students the actions to take when an emergency or injury occurs in the workplace. In accordance with American Heart Association requirements, there will be video-driven course content with guided skill practice. Additionally, students will need to successfully demonstrate First Aid skills, CPR skills, and proper use of an AED. Upon successful completion of this course, students will receive an American Heart Association course completion card.

Course Outline

This course is divided into three segments. On the first night of class, students receive a mandatory orientation to the Red Rocks Community College Mechanical Trades department. We will tour the HVA, PLU, and CAR lab environments, learning proper procedures and covering the needed safety and first aid information. Additionally, we will discuss and ensure that all students have their student email accounts set up and functional, learn how to maneuver inside the D2L

learning platform, and cover some basic information about the program. The first weekend of class covers the OSHA aspects of this course and the second weekend covers the First Aid and CPR aspects of this course.

- I. Introduction to HVA 107
 - A. Introductions and Syllabus
 - B. Student Email
 - C. D2L
 - D. Lab Orientation and Program basics
- II. OSHA 10-Hour Construction Industry Standards
 - A. Introduction to OSHA and the OSH Act
 - B. Review of the Four Categories of Hazards in construction
 - 1. Falls
 - 2. Electrocution
 - 3. Struck By
 - 4. Caught In/Between
 - C. Overview of 29 CFR 1926 Construction Industry Health and Safety Regulations
 - 1. Subpart C – General Safety & Health Provisions
 - 2. Subpart D – Occupational Health & Environmental Controls
 - 3. Subpart E – Personal Protective & Lifesaving Equipment
 - 4. Subpart F – Fire Prevention & Protection
 - 5. Subpart M – Fall Protection
 - 6. Subpart I – Hand & Power Tools
 - 7. Subpart H – Material Storage & Handling
 - 8. Subpart X – Stairways & Ladders
- III. American Heart Association First Aid, CPR, AED
 - A. Introduction to First Aid Safety Guidelines in the Workplace
 - B. CPR for Adults
 - C. CPR for Children
 - D. CPR for Infants
 - E. Proper Use of an AED
 - F. First Aid Procedures
 - G. Scenario-based, hands-on lab practice and testing

Grading Policy

Students will receive a grade based upon attendance and the successful demonstration of knowledge and skills pertaining to OSHA, First Aid, and CPR. It will be difficult to do well in this class without attending all days as there is a great deal of information covered in a relatively short period of time. Students will be given an assignment to complete in class on the first night. Students will spend time on the computers during the first weekend and have an assignment to complete. Students will have multiple skills practice sessions, skills testing, and a final written test during the second weekend of class. Please see the grading rubric for more information.

Student Services:

RRCC Syllabus Disability Statement

ADAAA (Americans with Disabilities Act Amendments Act of 2008) and Section 504 of the Rehabilitation Act of 1973: Red Rocks Community College is committed to access for students with disabilities. If you are a student with a disability and need assistance or are interested in requesting accommodations, please contact the Office of Disability Services

(ODS). Faculty is not obligated to provide accommodations without proper notification by the ODS. Students may contact the ODS staff by telephone or email to make an intake appointment at 303-914-6733 or ods@rrcc.edu. The ODS is located in Suite 1182 at the Lakewood campus. More information is available at www.rrcc.edu/disabilityservices.

Non-Discrimination Statement:

Red Rocks Community College is committed to diversity in its people and programs. The College is an equal opportunity educational institution and does not discriminate on the basis of disability, race, creed, color, gender, sexual orientation, gender expression, religion, age, national origin, or ancestry, or any other category protected by applicable law.

The College has designated the Human Resources Director as its Equal Opportunity Employment Officer and Title IX Administrator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. Report all concerns or complaints relating to discrimination or harassment to the Title IX/EO Coordinator(s): Bill Dial, Director of Human Resources/Title IX Administrator, 13300 West Sixth Avenue, Lakewood, CO 80228. 303.914.6298. bill.dial@rrcc.edu.