



COURSE SYLLABUS

OSHT1301 - Introduction to Safety and Health

Catalog Description: An introduction to the General Industry Standards (29 CFR 1910) which are enforced by the Occupational Safety and Health Administration (OSHA). Additionally, this course will explore Inspections, Citations, and Penalties (29 CFR 1903) and Recording and Reporting Occupational Injuries and Illnesses (29 CFR 1904). Emphasis is placed on the ability to locate and apply standards, policies, and procedures, as well as utilize these components to develop an effective safety and health program.

Lecture Hrs = 3,

Lab Hrs = 0

Prerequisites: None

Semester Credit Hours: 3

Lecture Hours per Week: 3

Contact Hours per Semester: 48

State Approval Code: 1507010000

Course Subject/Catalog Number: OSHT 1301

Course Title: Introduction to Safety and Health

Course Rationale: Provides the student with basic information and requirements of safety in industry.

Instructional Goals and Purposes: The purpose of this course is to provide the student with basic knowledge and rules concerning performing task while creating a safe working environment.

Learning Objectives: Upon completion of this course, the student will be able to accomplish the following competencies:

1. Define the mission of OSHA.

SCANS: (1ai, 1aaii, 1aiv, 1av, 1bi, 1bii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aaii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

2. Discuss the OSH Act / General Duty Clause.

SCANS: (1ai, 1aaii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aaii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

3. Identify the purpose and scope of the Inspections, Citations, and Penalties Standard.

SCANS: (1ai, 1aaii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ,

1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

4. Identify the required record keeping and reporting criteria.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

5. Identify Walking and Working Surfaces safety requirements.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

6. Detail safety requirements of PIT, Cranes, and Ladders.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

7. Discuss Means of Egress and Fire Protection.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

8. Discuss Heat Stress, Back Safety, Eye Safety and Ergonomics.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

9. Identify the problem and correction of Occupational Noise Exposure.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

10. Define occupational precautions and remedial actions for Medical and First Aid and Bloodborne Pathogens.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

11. Discuss Machine Guarding.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

12. Identify the requirements for Hazardous Materials handling.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ,

1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

13. Identify tools to assist in developing safety and health programs.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

14. Recognize the scope, application, and purpose of 1910.147 and its exceptions.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

15. Define key terms related to lockout / tagout.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

16. Define key terms in regard to confined spaces.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

17. Identify the general prerequisites that should be met prior to initiating welding, cutting, or brazing work.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

18. Discuss the general requirements associated with the electrical standard.

SCANS: (1ai, 1aii, 1aiv, 1av, 1bi, 1bii, 1biii, 1biv, 1bv, 1bvi, 1ci, 1cii, 1ciii, 1civ, 1cv, 2ai, 2aii, 2aiii, 2bi, 2bii, 2biii, 2biv, 2bv, 2bvi, 2ci, 2cii, 2ciii, 2civ, 2dii, 2diii, 2eiii)

Methods of Instruction/Course Format/Delivery: This course is taught either as weekly lecture class or an online course.

Course Grade:

Note: The instructor may implement a different grading policy.

Attendance and Participation: 10 %

Weekly assignments: 50 %

Exams: 40 %

Exams: Any test missed by the student will be counted as a 0 unless prior arrangements have been made with the instructor.

Assignments: Assignments are due as assigned and 10 points for each day the work is late.

Texts, Materials, and Supplies:

Note: See student counselor or instructor concerning the acquisition of the books for this course.

Secretary of Labor's Commission on Achieving Necessary Skills (SCANS)

1. BASIC SKILL COMPETENCIES

A. Basic Skills

- i. **Reading:** Locate, understand and interpret written information in prose and in documents such as manuals, graphs and schedules.
- ii. **Writing:** Communicate thoughts, ideas, information and messages in writing, and create documents such as letters, directions, manuals, reports, graphs, and flow charts.
- iii. **Arithmetic & Mathematical Operations:** Perform basic computations and approach practical problems by choosing appropriately from a variety of mathematical techniques.
- iv. **Listening:** Receive, attend to, interpret, and respond to verbal messages and other cues.
- v. **Speaking:** Organize ideas and communicate orally.

B. Thinking Skills

- i. **Creative Thinking:** Generate new ideas.
- ii. **Decision Making:** Specify goals and constraints generate alternatives, consider risks and evaluate and choose the best alternative.
- iii. **Problem Solving:** Recognize problems and devise and implement plan of action.
- iv. **Visualize ("Seeing Things in the Mind's Eye"):** Organize and process symbols, pictures, graphs, objects, and other information.
- v. **Reasoning:** Discover a rule or principle underlying the relationship between two or more objects and apply it when solving a problem.

C. Personal Qualities

- i. **Responsibility:** Exert a high level of effort and persevere toward goal attainment.
- ii. **Self-Esteem:** Believe in one's own self-worth and maintain a positive view of oneself.
- iii. **Sociability:** Demonstrate understanding, friendliness, adaptability, empathy, and politeness in group settings.
- iv. **Self-Management:** Assess oneself, set personal goals, monitor progress, and exhibit selfcontrol.
- v. **Integrity & Honesty:** Choose ethical courses of action.

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2. WORKPLACE COMPETENCIES

A. Resources:

- i. **Time:** Select goal-relevant activities, rank them, allocate time, and prepare and follow schedules.
- ii. **Money:** Use or prepare budgets, make forecasts, keep records, and make adjustments to meet objectives.
- iii. **Material & Facilities:** Acquire, store, allocate, and use materials or space efficiently.
- iv. **Human Resources:** Assess skills and distribute work accordingly, evaluate performance and provide feedback.

B. Interpersonal Skills:

- i. **Participate as Member of a Team:** Contribute to group effort.
- ii. **Teach Others New Skills.**
- iii. **Serve Clients/ Customers:** Work to satisfy customers' expectations.
- iv. **Exercise Leadership:** Communicate ideas to justify position, persuade & convince others, responsibly challenge existing procedures & policies.
- v. **Negotiate:** Work toward agreements involving exchange of resources, resolve divergent interests.
- vi. **Work with Diversity:** Work well with men and women from diverse backgrounds.

C. Information:

- i. **Acquire and Evaluate Information.**
- ii. **Organize and Maintain Information.**
- iii. **Interpret and Communicate Information.**
- iv. **Use computers to process information.**

D. Systems:

- i. **Understand Systems:** Know how social, organizational and technological systems work and operate effectively with them.
- ii. **Monitor & Correct Performance:** Distinguish trends, predict impacts on system operations, and diagnose deviations in systems' performance.
- iii. **Improve or Design Systems:** Suggest modifications to existing systems and develop new or alternative systems to improve performance.

E. Technology

- i. **Select Technology:** Choose procedures, tools or equipment including computers and related technologies.
- ii. **Apply Technologies to Task:** Understand overall intent and proper procedures for setup and operation of equipment.
- iii. **Maintain and Troubleshoot Equipment:** Prevent, identify, or solve problems with equipment, including computers and other technologies.