COURSE TITLE: Safety in the Workplace

COURSE NUMBER: HRM 320

I. RATIONALE:

The field of Human Resources has several specialties. Safety Management is the specialty of developing and maintaining a safe workplace for all employees. The concept of maintaining a safe workplace insures that policies and procedures are established and are followed by employees. OSHA plays a key role in insuring good safety policies and practices so employees do not become part of injury statistics. Knowledge of OSHA and understanding how to recognize unsafe practices or procedures are fundamental skills required of safety professionals.

II. COURSE OBJECTIVES:

Each student will:

1. Define safety and occupational health in the workplace.
2. State the origins, concepts, problems, and opportunities associated with workplace safety and health
3. Identify OSHA codes and regulations as they relate to different business.
4. Conduct a safety and health meeting or training session after developing a safety and health management plan.
5. Acquire hands-on skill on recognition of a safe and healthy workplace.

III. MAJOR INSTRUCTIONAL GOALS:

GOAL A:

The student will discuss the concept of “safety” theories, principles, practices and trends that affect our ability to work and live safely daily.

Learning Outcomes: The student will:

A-1 Understand the safety and health movement and why the need for safety and health in the workplace and in our daily lives.
A-2 Discuss the effects of accidents and their direct and indirect effects on all
involved.

A-3 Discuss the theories of accident causation including the Domino Theory, Human Factors Theory, Accident/Injury Theory and the Epidemiological Theory.

GOAL B:
The student will discuss the legal aspects of working safely and the responsibilities of both the employer and the employee to maintain a safe work environment.

Learning Outcomes: The student will:

B-1 Identify the background, need and evolution of the Occupational Safety and Health Act (OSHA) and the OSHA organization, at both the federal and state levels.

B-2 Understand the aspects of the Worker’s Compensation law including a historical perspective, legislation, medical treatment and monetary benefits.

B-3 Identify the aspects of product safety, product liability law, and the liability of producing unsafe products.

GOAL C:
The student will discuss workplace issues that can affect employees daily, both at their workplace and in their daily lives while at home. Much of the information is geared to industry, but can be applied to all business settings. Regular and prompt class attendance is an essential part of the educational experience.

Learning Outcomes: The student will:

C-1 Describe workplace aspects including ergonomics hazards, stress, machine guarding, lifting hazards, vision hazards, temperature extremes, electrical hazards, fire hazards, confined space hazards, noise hazards and workplace violence.

C-2 Describe the creation of a safe workplace and not leaving it to chance. This includes emergency preparation, dealing with blood-borne pathogens, safety analysis, accident/incident investigation, promoting safety, safety training, and safety aspects of competing in a global marketplace.

GOAL D:
The student will demonstrate effective written and oral communications skills when discussing safety theories, principles and trends to all stakeholders.

Learning Outcomes: The student will:

D-1 Select an appropriate safety topic for a written term paper and also select an appropriate topic in order to conduct a ten minute safety meeting. The safety meeting is on a different topic than the term paper.
D-2 A comprehensive research of journals, texts, articles and web-sites will be including in the paper and in the safety meeting.

D-3 Prepare a term paper using APA format.

D-4 Incorporate practical examples to enhance the theory, principles and trends in the field.

D-5 Insure the safety meeting is informative, educational and entertaining to the audience. Class hand-outs and visuals are required for the safety meeting.