Welcome!

Happy New Year to all our UCSD authorized OSHA Outreach Instructors!

I hope your 2015 has started off well for all of you. For me – I’m quite disappointed in my Chicago Bears and I’m happy the Green Bay Packers aren’t going to the SuperBowl. And I’m getting a little tired of the hype surrounding the big game here in the Phoenix area – you’d think it was a big deal or something.

The other big change is the new rule on Recordkeeping Rule that was effective as of January 1, 2015. Look for more about that in the OSHA Update article, as well.

Finally, we’ve made some changes to the format of this Newsletter based on the survey to which many of you responded last month, thank you very much.

We’ll no longer be separating the OSHA Updates into three industries. We’ll bring you the hottest topics for General Industry, Construction and Maritime all in one article, and you can see everything else by subscribing to OSHA Quick Takes at osha.gov.

We’ll no longer be spotlighting Outreach Instructors because, quite frankly, the top producers are pretty much the same every two months. We are considering spotlighting the UCSD OSHA instructors that you’ve come to know and love(?) so you can learn more about them and why they teach for us.

The instructors are also going to be writing the Trainer Tip articles for us each month. We’ll ask them to write about training techniques that they use in class and have found to be successful.

I think you’ll like it, and thanks for reading,

Harold Gribow, Senior Editor

Read the OSHA Update Article for more information about changes to Outreach Requirements

At this moment, here at Outreach Newsletter headquarters, we’re working on some fairly major changes to the OSHA Outreach Requirements, specifically:

- The new Introduction to OSHA PowerPoints
- Instructor Guide
- Student Handouts that were published in December 2014.

I’ll tell you more about them in the OSHA Update article later in this issue.

March—April Refresher Courses

- San Diego: OSHA 5039—Cal/OSHA General Industry, March 6
- Honolulu: OSHA 502—Construction, March 9-11
- Claremont: OSHA 502—Construction, March 30-April 1
- Claremont: OSHA 5029—Cal/OSHA Construction, April 2
- San Diego: OSHA 503—General Industry, April 8-10
- San Diego: OSHA 5402—Maritime, April 8-10
- Honolulu: OSHA 503—General Industry, April 13-15
Outreach Program by Stephanie MacGilfrey

Happy 2015 to all of our valued OSHA Outreach Trainers and I hope that your year is off to a great start. I am excited and look forward to the upcoming year in the outreach department. We are working hard to ensure that our trainers remain at the pinnacle of the training spectrum and are the top trainers in the field.

A few reminders that I want to reiterate today include ensuring that you stay informed of all the latest guidelines and requirements. It is important for all trainers to routinely check the OSHA website for updates to course requirements. Often times, we audit trainers because of simple mistakes.

For instance, trainers conducting courses with the incorrect amount of students: OSHA requirements clearly state that all Outreach courses may have no less than 3 and no more than 40 students. If you submit a course with 44 students our department will not process the cards for you. Although there may be extenuating circumstances, ultimately the error rests with the trainer. It is your responsibility to adequately prepare for your courses in advance. If a situation arises where you are unable to adhere to the required student enrollment, please send an email to the Outreach Department for approval prior to the start date of the course.

Secondly, trainers are still submitting courses beyond the 30 day period required by OSHA. After a course is completed, please submit all course records online to the OSHA Storefront site within 30 days of the last day of your course. Failure to submit records in a timely fashion is a violation of OSHA standards and may trigger an audit of your records from our department.

Lastly, if you do not conduct courses on a regular basis please refer to the OSHA Training Requirements to ensure that you are in compliance with the current guidelines. The guidelines are clearly stated and cover all topics in reference to Outreach Courses. I recommend that all trainers keep this on file or print it out to refer to when necessary.

It is our job to ensure that all of our trainers are conducting courses according to OSHA standards. We are here to help you. If you have any questions regarding the presentation of materials or course requirements, please contact the Outreach Department so that we can assist you.

Finally, we are working on promoting our extraordinary group of UCSD Outreach Trainers. Our department receives numerous phone calls for training courses. We would like to pass on the referral to our trainers.

However, we respect your privacy and would like to know if you are interested in our department publishing your contact information to third party inquires.

We are developing a mechanism on the OSHA trainer site that will enable our trainers to select (by clicking on a check box on the HOME page) if you are interested in our department adding you to a published list of trainers that we recommend for Outreach Courses.

Trainers will be able to control this feature by selecting or not selecting this on the home page. You can change your mind at any time. I know that some trainers would appreciate the referral and extra work and UCSD would like to promote our trainers and the great work that you do.

Be on the lookout for this upcoming feature, I will send out an email when it is live on our website. Again, thank you for all that you do and for helping UCSD in all of our training efforts!
Editor’s note: I took my first UCSD 501 from Thom a long time ago, and I’ve been impressed with his teaching abilities ever since. He’s exceptional in the classroom and if you have a chance to take one of his classes, I encourage you to do so.

Humor in the Classroom

Humor and playful communication strengthen our relationships with the students by triggering positive feelings and fostering emotional connection. When we laugh with one another, a positive bond is created. This bond acts as a strong buffer against stress, disagreements, and disappointment. Ever teach a hostile 10/30 OSHA Outreach Course (told to attend and now are your prisoners)? Try some humor and it may promote a better atmosphere.

Timing. Rhythm, tempo and pausing enhance comedy and humor and you must place your humorous points where they will do best. Examples may be farce, slapstick and pregnant pauses, puns, pictures and video streamers. OSHA allows 2.5 hours of videos in a 10-hour class, anymore and you are entertaining not training.

Pertinent. The material must have value added content. Be prepared to discuss lessons learned such as prevention or hazard control. Walking working surface will rally around slips, trips and falls. Too many video streamers may be viewed as “winging it” and you come across as being unprepared.

Entertainment. Try to insert a humorous slide to perk up a delivery, or prior to a break, put up a puzzle, play on words or slogans. Set up some funny video streamers near the end of a break to draw students back early “to catch a show”. Magic and demonstrations demand practice, set up, and timing plus should be done in a light hearted tone to provoke discussions on risk or managerial concepts.

Cautions. Abandon all material containing sexual, political, racial, religious, copyrighted and a sense of empathy. In other words, it’s not funny if someone died or is seriously injured. Serious injury material can be shown in a context of prevention. Occasionally a student will twist your term or thought and you will find yourself in an awkward position. Don’t get defensive, but try to explain and manage any confusion politely and quickly.

Some instructors cannot deliver humor and keep their course material in a serious tone. A limited lack of levity certainly does not diminish training. Our field is sometime litigious, sometimes grey and sometimes very sad. I find a need to offset such elements and try to develop a bond with my student that acts as a strong buffer against any classroom stress, disagreements, and disappointment. Humor can set a positive classroom atmosphere.
OSHA Update by Harold Gribow

Updates to OSHA’s Recordkeeping Rule: An Overview

The Occupational Safety and Health Administration’s updated recordkeeping rule includes two key changes.

First, the rule updates the list of industries that are exempt from the requirement to routinely keep OSHA injury and illness records due to relatively low occupational injury and illness rates. The previous list of industries was based on the old Standard Industrial Classification (SIC) system and injury and illness data from the Bureau of Labor Statistics (BLS) from 1996-1998. The new list of industries that are exempt from routinely keeping OSHA injury and illness records is based on the North American Industry Classification System (NAICS) and injury and illness data from the Bureau of Labor Statistics (BLS) from 2007-2009. Note: The new rule retains the exemption for any establishment with ten or fewer employees, regardless of their industry classification, from the requirement to routinely keep records.

Second, the rule expands the list of severe work-related injuries and illnesses that all covered employers must report to OSHA. The revised rule retains the current requirement to report all fatalities within 8 hours and adds the requirement to report all inpatient hospitalizations, amputations and loss of an eye within 24 hours to OSHA.

The new requirements will take effect on January 1, 2015. Establishments located in states under Federal OSHA jurisdiction must begin to comply with the new requirements on January 1, 2015. Establishments located in states that operate their own safety and health programs should check with their state plan for the implementation date of the new requirements.

The final rule will allow OSHA to focus its efforts more effectively to prevent fatalities and severe work-related injuries and illnesses. The final rule will also improve access by employers, employees, researchers and the public to information about workplace safety and health and increase their ability to identify and abate serious hazards.

Introduction to OSHA has been Updated

This is a two-hour training component emphasizing workers’ rights. It is required content in every 10- and 30-hour OSHA Construction, General Industry, and Maritime Outreach course. OSHA developed the component in support of the Secretary of Labor’s goal of strengthening the voice of workers on the job.

This component has been updated to incorporate the recent changes to the Hazard Communication Standard (HCS) to align with the Globally Harmonized System of Classification and Labeling of Chemicals (GHS).

There are new materials on the OSHA Outreach web page.

The UCSD OTIEC will be offering the newly updated OSHA 7845 – Recordkeeping Rule Seminar course on the following dates:
- March 6 (San Diego)
- August 14 (San Diego)

You’ll find a new PowerPoint presentation, a new Instructor Guide and new Student Handouts that you should begin using immediately. The updates were written in September 2014 and published in December 2014.
The UCSD OTIEC is part of UC San Diego Extension, which has served as a premier source of lifelong learning for adults seeking professional and personal growth for nearly five decades. Currently, Extension educates over 22,000 professionals annually in more than 4,600 courses and over 80 certificate programs including the multi-track Professional Certificate in Occupational Safety and Health.

The UCSD OTIEC has consistently provided quality, innovative and cutting edge occupational safety and health construction and general industry standards based education and training since 1992 when it was chosen as one of the original four OSHA Training Institute Education Centers. In addition to the U.S. Department of Labor OTIEC courses, Extension has a long history of providing courses in safety and health management and training, hazardous waste management and emergency preparedness.

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Creating a Safer Workplace, One Trainer at a Time

**Trainer Resources**

Below is a collection of tools we think you will find very useful. Every month in this space we will be highlighting select resources to help you, our Trainers.

- **OSHA Recordkeeping Requirements** - Newly promulgated and effective as of January 1, 2015. This webpage has quite a bit of informational and supporting documentation to help employers comply with the new rule.

- **NIOSH Noise and Hearing Loss Prevention** - Occupational hearing loss is one of the most common work-related illnesses in the United States. Approximately 22 million U.S. workers exposed to hazardous noise levels at work, and an additional 9 million exposed to ototoxic chemicals. An estimated $242 million is spent annually on worker’s compensation for hearing loss disability.

- **Cal-OSHA Training Requirements** - A list of the instruction and training requirements contained in the Construction Safety Orders (Subchapter 4) and the General Industry Safety Orders (Subchapter 7) of Title 8, Division 1, Chapter 4 (with several references contained in Chapter 3.2) of the California Code of Regulations. Also included are references to both Competent Person and Qualified Person.

- **Safety and Health Management Systems E-Tool** - The best Safety and Health Programs involve every level of the organization, instilling a safety culture that reduces accidents for workers and improves the bottom line for managers. When Safety and Health are part of the organization and a way of life, everyone wins.

- **OSHA Prevention Videos (V-Tools) – Construction Hazards** – 15 animated videos that show how quickly workers can be injured or killed on the job and are intended to assist those in the industry to identify, reduce, and eliminate construction-related hazards. Most of the videos are 2 to 4 minutes long, presented in clear, easily accessible vocabulary, and show common construction worksite activities. The videos may be used for employer and worker training.

Looking for the full list? They’ve moved! Please click here for a PDF with all the current resources listed.

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