EDUCATION COURSE CATALOG

AMERICAN SOCIETY OF SAFETY PROFESSIONALS

EDUCATION COURSE CATALOG

BUSINESS AND LEADERSHIP SKILLS

Advanced Safety Management Methods
Advanced | 2.1 CEUs | 3 Days In Person/Live Virtual Classroom

Safety management no longer is a compliance-driven approach to systems, best practice thinking and concepts. This contemporary approach is influencing the way safety professionals deliver guidance and direction to their organizations. Whether you are an executive-level safety professional or an emerging safety leader, you will develop knowledge and tools to greatly improve safety performance in your organization. This course is the first in a two-course series for obtaining ASSP's Leadership in Safety Management Certificate.

Learning Objectives:
- Manage organizational safety by applying methods established by recognized and respected contemporary management innovators, behavioral scientists and great leaders in organizations and occupational safety and health (OSH)
- Apply strategy and techniques focused on risk, business and the reality of human performance to provide another dimension to OSH management in your organization
- Demonstrate safety leadership that will build a connection with senior leaders and inspire workers to perform the best safety practices

Influential Leadership Skills
Advanced | 1.4 CEUs | 2 Days In Person/Live Virtual Classroom

Safety has evolved from a function that provides only technical expertise to one that provides leadership at all levels of an organization. Contemporary safety professionals must influence executive management through effective guidance and direction. Whether you are an executive-level safety professional or an emerging safety leader, you will learn the principles of leadership, strategic thinking and planning; discuss techniques for influencing executive, middle and line management; review expected ethical behavior; and discuss how to select the best management model to improve your organization's safety performance. . This course is the second in a two-course series for obtaining ASSP's Leadership in Safety Management Certificate.

Learning Objectives:
- Apply the principles of leadership, participating in strategic thinking and planning to lead organizational safety
- Determine the occupational safety and health (OSH) model that would most benefit your organization
- Demonstrate the unique traits of successful leaders to inspire and influence workers to improve safety performance
- Develop a stronger connection to your executive, middle and line leaders
- Integrate new concepts in OSH management and leadership into your organization

CERTIFICATION PREPARATION

Associate Safety Professional (ASP) Exam Preparation
Beginner | 2.1 CEUs | 3 Days In Person/Live Virtual Classroom

Learn what you need to know to pass the Associate Safety Professional (ASP) certification exam. Complete practice questions and review answers that align with the Board of Certified Safety Professionals (BCSP) blueprint for the ASP exam. Get answers to your questions about the testing process and get practical guidance on what you should do to prepare. You need a TI-30XS scientific calculator to participate in this course.

Learning Objectives:
- Describe the ASP exam blueprint
- Describe the Pearson VUE testing process
- Describe certification requirements and scoring
- Review test-taking and study strategies
- Demonstrate an understanding of the ASP exam blueprint by answering sample questions
- Evaluate knowledge gaps and strengths
- Develop a study plan
- Locate resources to fill knowledge gaps and reinforce strengths

Certified Safety Professional (CSP) Exam Preparation
Intermediate | 2.1 CEUs | 3 Days In Person/Live Virtual Classroom

Learn what you need to know to pass the Certified Safety Professional (CSP) certification exam. Complete practice questions and review answers that align with the Board of Certified Safety Professionals (BCSP) blueprint for the CSP exam. Get answers to your questions about the testing process and get practical guidance on what you should do to prepare. You need a TI-30XS scientific calculator to participate in this course.

Learning Objectives:
- Describe the CSP exam blueprint
- Describe the Pearson VUE testing process
- Describe the certification requirements and scoring
- Review test-taking and study strategies.
- Demonstrate an understanding of the CSP exam blueprint by answering sample questions
- Evaluate knowledge gaps and strengths
- Develop a study plan
- Locate resources to fill knowledge gaps and reinforce strengths

Construction Health and Safety Technician (CHST) Exam Preparation
Intermediate | 2.1 CEUs | 3 Days In Person/Live Virtual Classroom

Learn what you need to know to pass the Construction Health and Safety Technician (CHST) certification exam. Participate in a comprehensive review of the exam blueprint, complete sample questions and receive additional quizzes to take home for extra practice. You need a TI-30XS scientific calculator to participate in this course.

Learning Objectives:
- Review the requirements to take the CHST certification exam, evaluate your knowledge of content covered in the exam and develop an individual study plan to prepare for the exam
- Recognize steps to establish a safety management system using OSHA general industry and construction standards, as well as ANSI and ISO consensus standards
- Examine construction health hazards, industrial toxicology, fall protection, power tools, electricity, cranes and derricks, PPE, and proper labeling and handling of chemicals used on construction sites
- Recognize best practices for recordkeeping, job hazard analysis, pre-job safety plans, investigation of incidents, site inspections, regulatory inspections, and audits
- Examine successful hazard communication and training plans (including the Globally Harmonized System)

Math Review for Certification Exams
Beginner | 0.7 CEUs | 1 Day In Person/Live Virtual Classroom

Review the basic mathematic principles you need to pass your certification exams. This course will include math examples typically found on exams and help you review how to solve relevant math problems. You need a TI-30XS scientific calculator to participate in this course.

Learning Objectives:
- Demonstrate how to operate a scientific calculator or calculator emulator
- Perform metric and English conversions
- Solve for variables in an equation
- Use exponents, scientific notation, and answer-significant digits
- Apply formulas and conversions commonly used on safety certification tests
- Solve basic sample math problems related to:
  - Area
  - Volume
  - Algebraic
  - Trigonometry
  - Statistics
  - Finance
  - Noise
  - Radiation

Safety Management Specialist (SMS) Exam Preparation
Advanced | 2.1 CEUs | Self-Paced Online

The safety management specialist (SMS) certification is intended for dedicated safety practitioners with 10 years of occupational safety and health (OSH) experience, with or without a college degree. This course prepares you for the SMS certification exam. We cover the exam's five domains and enforce concepts through video lecture, activities and practice questions.

Learning Objectives:
- Examine the SMS domain areas and acquire foundational knowledge and skills required for SMS certification
- Practice valuable success strategies for passing the SMS exam
- Recognize OSH management system concepts
- Identify risk management concepts
- Examine physical, chemical, ergonomics and workplace safety issues to recognize and control those stressors
- Apply incident investigation and emergency preparedness concepts
- Effectively communicate business impact of safety issues to upper management

FALL PROTECTION

Managed Fall Protection
Intermediate | 2.1 CEUs | 3 Days In Person/Live Virtual Classroom | 4 Weeks Instructor-Led Online

Develop in-depth knowledge about the responsibilities of a fall protection program administrator as defined in ANSI/ASSP Z359.2-2017, Minimum Requirements for a Comprehensive Managed Fall Protection Program. Your registration includes a copy of ANSI/ASSP Z359.2-2017. Note: This is not intended to be competent or qualified person fall protection training.

Learning Objectives:
- Establish guidelines and requirements for a managed fall protection program
- Eliminate or establish controls for fall hazards
- Develop a procedure for fall protection system use and rescue
- Demonstrate the tasks necessary to manage an incident investigation
- Evaluate the effectiveness of a managed fall protection program

RISK ASSESSMENT AND MANAGEMENT

Risk Assessment and Management for Safety Professionals
Beginner | 3.0 CEUs | 2 Days In Person/Live Virtual Classroom | 4 Weeks Instructor-Led Online

An effective risk assessment and management process helps you identify potential hazards and reduce risk to an acceptable level. Review the risk management process — which includes establishing risk criteria and context, risk identification, risk analysis, risk evaluation, risk treatment, risk monitoring and reporting, and risk communication. Your registration includes a copy of ASSP TR-31010-2020 Technical Report: Risk Management - Techniques for Safety Practitioners. This course is the first in a three-course series for obtaining ASSP's Risk Management Certificate.

Learning Objectives:
- Implement the risk management process
- Demonstrate the need for management to support risk treatment plans and efforts
- Apply risk assessment tools, techniques, and methods
- Measure the effectiveness of the risk management process to support your organization's objectives

Prevention Through Design
Intermediate | 3.0 CEUs | 2 Days In Person/Live Virtual Classroom | 4 Weeks Instructor-Led Online

Gain practical guidance on how to apply prevention through design (PTD), a core methodology for reducing risk. As defined in ANSI/ASSP Z590.3-2021, a widely used voluntary national consensus standard, PTD provides a framework and process for implementing risk assessment concepts in the various phases of a system's life span — from initial concept and design to use and then decommission. Review the various risk assessment tools and methods identified in the standard and discuss the PTD hierarchy of risk treatment. Practice applying PTD methods and concepts to real-world incidents as you work through modules that include short videos, scenarios, interactive tools, and assignments. Your registration includes a copy of ANSI/ASSP Z590.3-2021 Prevention through Design Guidelines for Addressing Occupational Hazards and Risks in Design and Redesign Processes. This course is the second in a three-course series for obtaining ASSP's Risk Management Certificate.

Learning Objectives:
- Review the role of prevention through design in the risk assessment/ management process
- Develop deeper understanding of various tools for PTD interventions and product design
- Assess the PTD hierarchy of risk treatment
- Practice applying PTD methods and concepts to real-world examples
- Discuss effective ways to align safety and health interventions with business goals and objectives
- Develop a PTD implementation plan

Enterprise Risk Management for Safety Professionals
Intermediate | 3.0 CEUs | 4 Weeks Instructor-Led Online

Examine and learn how to apply the principles, framework and process of enterprise risk management (ERM) from an occupational safety and health (OSH) perspective. Learn how to integrate OSH into the ERM framework. Review components of an effective risk management process and develop methods to assess, treat, monitor and communicate risk. Develop a solid knowledge of risk management initiatives to reduce risk to an acceptable level. Gain in-depth, hands-on experience working through practical applications of risk management methods.

Learning Objectives:
- Develop upper-level risk management skills and required knowledge
- Review the ISO 31000 family of standards with the view toward integrating OSH into the ERM framework and within the OSH management system
- Gain deep understanding of the risk management techniques
- Identify ways to effectively assess, treat, monitor and communicate risk
- Apply the risk-based decision-making model

SAFETY MANGAGEMENT SYSTEMS

Safety Management I
Beginner
2.1 CEUs | 3 Days In Person/Live Virtual Classroom
3.0 CEUs | 4 Weeks Instructor-Led Online

Occupational safety and health (OSH) processes have fundamental elements and conditions required by regulatory agencies. Develop a foundational understanding of these elements and examine techniques for creating an effective safety management system. Build on or confirm the current conditions of your OSH process to create a road map for an effective safety management system. This course is the first in a three-course series for obtaining ASSP's Safety Management Certificate.

Learning Objectives:
- Apply proven techniques to establish accountability for safety efforts
- Identify the elements of a safety management system and discuss strategies for implementing them
- Write effective policy statements and performance standards to help your management team execute its safety responsibilities
- Develop the ability to promote safety to various levels in the organization
- Describe the moral, financial, and legal responsibilities of today's safety professional
- Create strategies to control workers' compensation costs
- Establish a budget for a safety management effort

Safety Management II
Beginner
1.4 CEUs | 2 Days In Person/Live Virtual Classroom
3.0 CEUs | 4 Weeks Instructor-Led Online

Build on what you learn in Safety Management I to take steps to implement a safety management system within your organization and practice techniques to measure its effectiveness. You will also gain insight and practical guidance on how to strengthen an existing safety management system. This course is the second in a three-course series for obtaining ASSP's Safety Management Certificate.

Learning Objectives:
- Review various types of safety management systems and evaluate their application to the safety function
- Practice methods for assessing the performance of a safety management system
- Evaluate leading metrics and determine how they may benefit your organization
- Use effective leadership and communication skills, training and ethical behavior to improve safety performance

Corporate Safety Management
Intermediate
2.1 CEUs | 3 Days In Person/Live Virtual Classroom
3.0 CEUs | 4 Weeks Instructor-Led Online

Learn new ways to tackle challenges, craft solutions and apply the skills needed to successfully position safety in your organization. Explore corporate management systems and organizational cultures and develop insight on how you can influence them from a safety perspective. You will review corporate reporting relationships, occupational safety and health (OSH) staffing and the tenets of OSH management systems. You will also use tools to assess your organization's current safety process and identify ways to adjust it to achieve desired state. Develop your ability to apply negotiation and leadership skills to influence decision-making that affects corporate structure. Take away a new understanding of how to apply corporate safety management concepts and systems and how to lead and influence positive outcomes that change your workplace. This course is the third in a three-course series for obtaining ASSP's Safety Management Certificate.

Learning Objectives:
- Develop a safety management system to support your organization's strategic and business goals
- Effectively assess and measure your organization's safety performance
- Discuss the influence of corporate culture and develop skills to effect changes that help your organization embrace OSH efforts
- Justify where the safety function is best positioned within your organization's corporate structure
- Apply leadership, negotiation and communication skills to positively influence corporate safety management system
- Analyze key initiatives for creating high-impact safety performance
- Define and discuss best practices for safety performance enhancement
- Analyze appropriate adjustments to the safety effort in response to corporate mergers, downsizing, rightsizing and reorganizing

Implementing ISO 45001
Intermediate
2.1 CEUs | 3 Days In Person/Live Virtual Classroom
3.0 CEUs | 4 Weeks Instructor-Led Online

Through a blended learning approach, develop the knowledge and confidence to successfully implement an occupational health and safety management system (OHSMS) as an integral part of your organization's overall business operations and objectives. Organizations that adopt the standard as part of their business practices, goals and objectives can better protect their workers, brand reputation, supply chain and future growth on a global level. Your registration includes a copy of ISO 45001-2018.

Learning Objectives:
- Create a compelling story around developing and implementing an ISO-45001-compliant OHSMS
- Explain the importance and value of implementing an OHSMS following the ISO 45001 standard
- Define key terminology and guidelines related to the implementation of the ISO 45001 standard
- Navigate the ISO 45001 standard and its main sections
- Assess performance of your OHSMS, leveraging the success factors listed in the standard to continuously improve the process
- Translate knowledge gained into an actionable plan for initiating your own OHSMS development and implementation

Internal OHSMS Auditing Using ISO 45001
Intermediate
1.4 CEUs | 2 Days In Person/Live Virtual Classroom
3.0 CEUs | 4 Weeks Instructor-Led Online

Examine ISO 45001-2018 from an auditor's perspective. Review components of an effective internal audit program and discuss steps necessary to plan for and complete internal occupational health and safety management system (OHSMS) audits. Develop skills to document nonconformance findings, assess adequacy and effectiveness of corrective actions, and evaluate the adequacy, suitability and effectiveness of an internal audit program. Demonstrate a solid understanding of audit programs and processes and apply the knowledge to complete an OHSMS audit. Your registration includes a copy of ISO 45001-2018.

Learning Objectives:
- Use tools to develop an OHSMS internal auditing program
- Plan and complete internal OHSMS audits
- Assess and improve your organization's OHSMS based on ISO 45001

Implementing an ANSI/ASSP Z10 Management System Based on Systems Thinking

Intermediate
1.4 CEUs | 2 Days In Person/Live Virtual Classroom
3.0 CEUs | 4 Weeks Instructor-Led Online

Management systems are a powerful tool you can use to continuously improve occupational safety and health (OSH) in your organization. Expand your knowledge of foundational concepts of systems thinking and gain insights on concepts related to the new view of safety and human and organizational performance. Explore ways to develop a road map based on ANSI/ASSP Z10.0-2019 that organizations of all sizes can use to create a control structure to manage occupational risk and integrate with business systems. Review practical approaches that can help you transition from program-based firefighting activities to process-driven continual improvement. These approaches recognize that system performance is the product of the interaction of elements such as leadership, worker participation, planning, implementation, monitoring and measurement, and culture. Your registration includes a digital copy of ANSI/ASSP Z10; ASSP GM-Z10.100-2019, Guidance and Implementation Manual for ANSI/ASSP Z10; and ASSP GM - Z10.101-2019, Guidance Manual: Keep Your People Safe in Smaller Organizations.

Learning Objectives:

- Use systems thinking to maximize effectiveness when establishing and implementing a management system
- Identify the assumptions and mental models that significantly impact your organization's occupational safety and health efforts
- Recognize the major elements of a management system and their interdependencies
- Plan improvement actions that focus on the whole system
- Recognize employees as a source of safety resilience and improvement
- Integrate elements of ANSI/ASSP Z10 with other systems such as ISO 9001, 14000 and 45001, and OSHA's Voluntary Protection Programs and Process Safety Management standard