

Learner Outcomes

HCS 3000: Workplace Safety Systems

Learning Units

Unit 1	Introduction to Health and Safety
After this unit the learner will be able to:	
<ul style="list-style-type: none">• Understand the importance of health and safety in your workplace• Identify and describe the eight elements of a health and safety management system (HSMS)• Explain why each part of a HSMS is important to workers• Identify and describe the HSMS in a selected workplace	
Unit 2	Hazards
After this unit the learner will be able to:	
<ul style="list-style-type: none">• Define 'hazard', 'near miss' and 'incident'• Explain the importance of identifying workplace hazards• Understand the difference between health and safety hazards• Identify the five categories of hazards and give examples for each• Identify and list hazards found in a selected workplace• Explain the process for reporting hazards	
Unit 3	Hazard Assessment and Control
After this unit the learner will be able to:	
<ul style="list-style-type: none">• Explain the worker and employer responsibilities as they relate to hazard assessment and control• Explain the relationship among hazard identification, hazard assessment and hazard controls• Define 'risk'• Describe the process of assessing and evaluating hazards• Identify appropriate controls for the identified hazards	
Unit 4	Incident Reporting and Investigation
After this unit the learner will be able to:	
<ul style="list-style-type: none">• Understand and explain the importance of reporting incidents• Understand and explain the importance of investigating incidents in the workplace• Identify the appropriate legislation for reporting and investigating incidents• Describe the key components of an incident investigation• Explain how and why incident investigations can help prevent injuries	

Unit 5	Job Safety and the Law
<p>After this unit the learner will be able to:</p> <ul style="list-style-type: none"> • Define the terms ‘employer’ and ‘worker’ • Discuss employers’ rights and responsibilities regarding safety • Discuss workers’ rights and responsibilities regarding safety • Explain the meaning of ‘imminent danger’ • Explain why you can refuse to do unsafe work • Explain the key features of the <i>Workers’ Compensation Act</i> and what it offers to workers and employers • Describe what to do if you are injured on a job covered by the <i>Workers’ Compensation Act</i> 	
Unit 6	WCB and You
<p>After this unit the learner will be able to:</p> <ul style="list-style-type: none"> • Identify occupations that are covered/excluded under the WCB • Identify which injuries are covered by the WCB and which injuries are not • Identify employer and worker responsibilities when an injury occurs 	
Unit 7	Employment Standards Code and Regulations
<p>After this unit the learner will be able to:</p> <ul style="list-style-type: none"> • Identify legislation relating to employment standards of young persons and adults <ul style="list-style-type: none"> ○ Employment Standards Code ○ Employment Standards Regulations ○ Employment Standards Guide • Describe key items in the Employment Standards Code and Regulations 	
Unit 8	WHMIS
<p>After this unit the learner will be able to:</p> <ul style="list-style-type: none"> • Define Workplace Hazardous Materials Information System (WHMIS) • Explain the purpose of WHMIS • Identify the three parts of WHMIS • Identify 9 classes of hazardous products • Identify the basic labels used in WHMIS • Describe the information provided on a Safety Data Sheet (SDS) • Locate information on an SDS • Describe employer’s responsibility for providing WHMIS education and training 	

Unit 9 (Optional)	Harassment and Bullying
After this unit the learner will be able to: <ul style="list-style-type: none">• Define 'harassment' and 'bullying'• Identify the different types of bullying• Understand the risks of bullying• Recognize the signs of bullying in the workplace	
Unit 10 (Optional)	Mental Health and Wellness
After this unit the learner will be able to: <ul style="list-style-type: none">• Define 'mental health and wellness'• Understand what can affect your mental health and wellness• Identify proactive strategies for maintaining your mental health• Identify sources of support if you need to talk to someone	