SAFETY SERVICES MANITOBA

HEALTH AND SAFETY PROFESSIONAL CERTIFICATE PROGRAM

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HSP CERTIFICATE PROGRAM

The HSP certificate program is designed to provide the student with a solid base of occupational health & safety knowledge that will assist them with pursuing a career in OH&S as well as assisting them in their existing role in this field.

The HSP program offers a comprehensive broad selection of OH&S courses as well as advanced-level courses and a practical field project that will provide students with additional OH&S training skills relevant to supervisory or management levels in organizations.

At the end of the program, all students will receive:

- HSP certificate
- Individual certificates for all courses in the program
- WHMIS Train the Trainer certificate

*SSM's Certificate Program may be eligible for maintenance points and technical credit toward designation programs such as BCRSP and CRST. SSM training courses have previously been awarded as credit towards these designations. Please contact these organizations directly for current eligibility.

COURSE DESCRIPTIONS

Cost: $4999.00

The HSP is a 5 month live remote safety training program scheduled 2 weekday evenings every week. There is a final exam at the end of the courses. Reliable internet is required. The program is delivered with the expertise of a live instructor, where you can ask questions and have interactive conversations.

Manitoba Occupational Health & Safety Law

OHS law will encompass both provincial and federal laws to include employer responsibilities as well as an in depth look at specific rules and regulations as they pertain to Manitoba businesses. This part of the program will also cover basic safety liberties companies must be aware of to mitigate potential legal actions from occurring.

Due Diligence

This course provides a basic understanding of due diligence and how it works for you and your organization. It covers the rights and responsibilities of all employees/employers in the workplace and what they mean. It provides participants with an overview of Manitoba's health and safety law as well as the criminal code of Canada.

Hearing Conservation

The course covers: Sound level monitoring/What a hearing conservation program looks like/ When employees are required to have hearing testing (Audiometric testing)/Employers' responsibilities to ensure workers noise exposures are limited/PPE use for noise reduction levels/An overview of Time Weighted Average noise levels and how exceeding these levels can cause hearing loss/Noise level reduction hierarchy in the workplace.

Inspections/Workplace Inspections

This course focuses on the importance of formal and informal inspection techniques and the need to identify the hazards within the workplace. Once the hazards are identified, the student will be taught proper ways to eliminate or control the hazard through corrective actions and recommendations.

Hazard Recognition

Teaches participants the fundamentals of how to identify hazards in the workplace, rate the risk of the hazards identified, and recommend controls to eliminate or minimize the risks of these hazards using various tools developed by safety professionals.

Incident Investigation

How to conduct an incident investigation at your workplace. It includes techniques for information gathering and scene preservation, how to interview witnesses and preparing the report. This course will teach participants the fundamental methods for preventing repeat incidents in your workplace.

Safety & the Supervisor Training

This course uses learning techniques developed to maximize and broaden the knowledge of safety systems, roles and responsibilities. This course is designed for those who will be managing, supervising and directing a company's health and safety program and its employees. Measuring, maintaining and developing OH&S management systems are required skills of the supervisor. Topics include the guiding principles of safety management systems, legislated rights and responsibilities.

Cannabis in the Workplace

This part of the program will cover employer, employee, and contractor rights and responsibilities. Examples of developing company policies and procedures to address the issue of cannabis in the workplace will be demonstrated as well. This will cover both provincial and federal criteria.

Workplace Safety and Health Committee & Health and Safety Representative

Your safety committee may be ineffective unless members understand their role and carry out their individual responsibilities. The safety committee can be a "profit center" activity: As a fact gathering, problem-solving team of motivated members, the safety committee has the potential to help save lives and money. This course will give the students the effective tools and skills to perform these tasks and add value to the safety committee structure.

Fire Prevention Safety Basics

Fire Extinguisher Theory/Classification of Fires/Fire Decision Skills/Small Fire Protocol/What to do in the event of a fire/Fire Prevention/Reporting an Emergency

WHMIS Train the Trainer

WHMIS Train the Trainer provides students with the most modern technical knowledge and resource material to deliver a confident, competent, and professional WHMIS course.

Asbestos Abatement Program

This part of the course will cover employer responsibilities to keep employees safe in potential asbestos containing environments. This program will also inform participants of the requirements for developing an Asbestos Abatement Program. In addition, participants will be guided on how to apply for asbestos abatement permits as well as necessary testing for potential asbestos containing environments.

Transportation of Dangerous Goods - Ground

This part of the program will be 2 sessions in length as it will go cover recent updates from Transport Canada (2023) and will dive into all aspects of TDG Regulations. An addition module to basic TDG will include the shipment of lithium ion batteries; these products have strict transportation requirements that will be covered within the program.

Spill Response

Safety Services Manitoba's Spill Response training provides students with the most current legislative information including industry best practices. Learn the basics in spill response. This course will identify best practices and products available and assist participants in generating a spill response plan for their organization.

Machine Guarding

This course will help participants identify machine hazards along with proper protection methods to prevent injury including lockout and tagout of equipment. Participants will learn how to develop proper Safe Work Procedures (SWP'S) for working near moving equipment to include the use of guarding against all potential hazards associated with the equipment assessed.

Preventing Workplace Violence

Understanding of workplace violence/Understanding of legislation and responsibilities regarding workplace violence/Assessing the risk of violence/Controlling hazards and risks/Developing and implementing violence prevention and control plans/Monitoring and follow-up

Lockout

This program teaches participants how to identify and control all potential energy sources that may result in injury if not locked out. Students will learn how to use different types of devices that may be required to lock equipment out.

PPE & Respiratory Program

This part of the course will focus on PPE (Personal Protective Equipment) and the need for implementing an internal Respiratory Protection Program when required. This course will cover employer, employee, and contactor responsibilities aligning with both provincial and federal requirements including the CSA Standard for Respiratory Protection. Participants will also learn how to develop proper procedures for selection, use, cleaning, and disposal of respirators and their components.

Working at Heights

This program teaches participants how to exercise the hierarchy of controls including fall prevention, fall restraint, and fall arrest as each situation will be different when working at heights. Students will learn how to inspect fall protection equipment, how to don a harness.

Industrial Hygiene Basics

- The value of occupational hygiene.
- The role of the occupational hygienist.
- The range of health hazards encountered in the workplace.
- Hazard recognition techniques.
- Sources and potential routes of occupational exposure.
- Exposure assessment and the measurement processes involved.
- Methods of controlling exposure.
- The management of occupational hygiene programs.

Ergonomics

- Human factor approaches for office and industrial workplaces
- Anatomy and physiology
- Workplace injury causes, consequences, and treatment
- Occupational health and psychology
- Physical and mental risk factors
- Risk assessment
- Pain and performance at work
- Design ergonomics and anthropometrics

Auditing Techniques

Auditing theory/regulations and application/documentation, Due Diligence, Compliance and Planning/Learn how to Conduct Audits, Audit Process and Cycle. Approaches for Effective Auditing. Preparing and Using Checklists. How to Seek Objective Evidence.

Instructional Techniques/Adult Learning

- Understand the role and purpose of facilitating.
- Understand the qualities of effective facilitation.
- Identify the needs of your audience based on adult learning principles and styles.
- Recognize group behaviors and know how to respond.
- Understand the five P's when preparing to facilitate.
- Tools and Methods of Facilitation
- Understand the dos and don'ts of effective facilitation.
- Understand the 7 principles of effective training.
- Understand how to deal with challenges when facilitating.
- Create a training session that achieves your learning objectives.
- Assess and give appropriate feedback to your participants.
- Moderate your classroom and disruptions effectively.
- Facilitate training sessions with greater confidence.
- Build confidence by practicing and receiving feedback.
- Understand how to facilitate virtually and associated challenges.

Practical Loss Leadership Home Study Program

This home study program will help the participant improve the effectiveness, efficiency, and excellence of your health & safety system for managing loss control, quality, production, and cost control. Improved quality, production and cost control go hand in hand with improved loss control, and all depend on how the system is managed.

PRACTICAL PROJECT

This project is meant to apply the knowledge learned in the program. Normally it is set up as a reward to the employer that has put the student through the program.

SSM would work with the employer and the student/employee to benefit the company by creating a procedure or work towards something that the student/employee would like to complete in the workplace.

Examples include:

- Development of a company wide policy or program
- PowerPoint presentation to be facilitated in your workplace.
- Developing and facilitating a new orientation program for your workplace

▪ Development of a company wide policy or program
▪ PowerPoint presentation to be facilitated in your workplace.
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HOW TO REGISTER

Contact sales@safetymb.ca

We will help you with the registration process and answer any questions you might have.

Visit our Health and Safety Professional Certificate Program webpage:
Health & Safety Professional (HSP) Designation - Safety Services Manitoba
Visit our general Safety Services Manitoba Website focused on Occupational Health:
Occupational Safety Home - Safety Services Manitoba

We thank you for your continued efforts to contribute to a safer Manitoba.

Contact

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