2014 Training Schedule
Open enrollment courses in Richmond and Louisville, Kentucky
www.osha.eku.edu • (859) 622-2961
About the OSHA Training Institute Education Center (OTIEC)

Eastern Kentucky University is pleased to offer professional development opportunities for businesses and industries and promote safety and health awareness and compliance through our OSHA Training Institute Education Center, one of five such centers serving an 8-state region.

Established in 2003, EKU’s OSHA Training Institute Education Center offers a variety of safety and health courses that draw upon the expertise of internationally recognized faculty at the University as well as leaders in the field.

Eastern Kentucky University has a proud legacy of meeting the diverse needs of businesses and industries throughout our region. The OSHA Training Institute Education Center exemplifies our steadfast commitment to service and lifelong learning.

How to Register
1. Online at: www.osha.eku.edu/registration
2. Telephone at (859) 622-2961

We accept Visa, MasterCard, Discover & American Express. Payment is expected at time of registration.

Cancellation Policy
Should you need to cancel your registration, please do so at least ten (10) working days before the training. After that, cancellations are subject to the full registration fee. If you do not cancel, and do not attend, you are still responsible for the registration fee. Substitutions are acceptable if prerequisites are met.

Customized Training
We can come to you! If you are unable to travel to us, we can come onsite to your business or industry and provide customized training for your employees. Give us a call for a free quote at (859) 622-2961.

Our Locations
Richmond, Kentucky (Tobacco-Free)
The majority of our classes are held in Richmond, Kentucky at the EKU Perkins Conference Center. The Center is only minutes from Interstate 75 at Exit 87. Several nationally-recognized hotels are conveniently located within a short distance of the Center. The nearest airport is Lexington Bluegrass Airport (LEX), which is approximately 45 minutes away. Please contact us for more information.

Louisville, Kentucky
Many classes are offered in Louisville, Kentucky at Indiana Wesleyan University, Louisville Education and Conference Center which is conveniently located off I-64 at exit 17.
EKU OTIEC Staff

- Tammy Cole, System Director - Center for Career & Workforce Development  
  (859) 622-6299 or tammy.cole@eku.edu

- Will Drake, OSHA Training Administrator  
  (859) 622-8845 or willard.drake@eku.edu

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  (859) 622-2961 or christopher.adkins@eku.edu

- Margaret Moreland, OSHA Training Specialist  
  (859) 622-6976 or margaret.moreland@eku.edu

- Zach Rhodus, OSHA Training Coordinator  
  (859) 622-6810 or william.rhodus@eku.edu

- OSHA Fax Line  
  (859) 622-7868

- OSHA General Email  
  ekuosha@eku.edu

- Facebook  
  www.facebook.com/EKUOTIEC

Training Locations and Lodging Information

Richmond - Eastern Kentucky University is located in the city of Richmond, Kentucky off Interstate Highway 75. Take I-75 to Richmond exit (#87). If exiting from I-75 Northbound exit interstate and turn right. If exiting from I-75 Southbound exit interstate and turn left. Turn right at traffic light #5 (intersection of Lancaster Avenue). A large dormitory (Keene Hall) will be on your right, across the intersection. Turn right and travel to the first stoplight. Turn left at the light (Bradbury Point/Marathon Gas Station). The Perkins Building is on your left with a large parking lot on the same side of the road. Please park in this lot as it is unrestricted parking. Do not park in the lots across the street, as you will be ticketed by EKU Public Safety. For a detailed Richmond and EKU campus map, visit http://web.eku.edu/map. Please note the campus is tobacco-free.

Richmond Lodging - Comfort Suites, 859-624-0770. Use code “OSHA” for rate of $58.00 a night. Holiday Inn Express, 859-624-4055. Use code “CE&O” for rate of $89.00 a night. Quality Inn, 859-623-0063. Use code “OSHA” for a rate of $60.00 a night.

Louisville - Trainings are held at Indiana Wesleyan University, Louisville Education and Conference Center, 1500 Alliant Avenue, Louisville, KY. The Center is conveniently located off Interstate 64, Exit 17 (Blankenbaker Parkway), approximately 20 minutes from downtown Louisville.

Louisville Lodging - Holiday Inn Express (Alliant Avenue), (502) 240-0035. Use code “OSHA” for rate of $89.00 per night. Country Inn & Suites, (502) 261-9434. Use code “OSHA” for rate of $79.00 per night. Hyatt Place Louisville East, (502) 426-0119. Use code “Eastern Kentucky University” for rate of $85.00 per night. Quality Inn Louisville East, (502) 267-8100. Use code “EKU Workforce Education” for a rate of $65.00 per night.
Bill Abney has over 30 years in safety education, specializing in safety management and research; fire, arson, and explosives investigation; OSHA compliance; ergonomics; and hazardous materials.

James Bastin is the Assistant Chief of Operations and is responsible for the daily operations of Fire and Emergency Services for the United States Army. He is also a graduate of EKU’s Fire & Safety Engineering Technology Program.

Jim Beck has more than 36 years of experience in the industrial and residential construction industry, with primary emphasis on safety and training.

Gary Brown is a Professor in the Department of Environmental Health at Eastern Kentucky University and a Certified Industrial Hygienist. He has many professional affiliations, including being past president of the Association of Environmental Health Academic Programs.

Tom Edwards practiced industrial hygiene for the Kentucky Occupational Safety and Health Program for over 26 years, serving as an Industrial Hygiene Compliance Officer, a Safety and Health Specialist, as well as the Industrial Hygiene Program Manager for the Division of Education and Training. Tom is also a Certified Industrial Hygienist.

Gary Foltz has over 30 years of experience in the field of safety and industrial hygiene and currently serves as the Senior Manager at Cincinnati Bell Telephone Company.

Mike Gibson has directed Electrical, Construction and Contractor - Safety and Training for the Energy Delivery business unit, representing the world’s largest energy provider. He also holds technical degrees in the Electrical and Building Trades.

Carolyn Harvey is a Certified Hazardous Materials Manager as well as a Certified Industrial Hygienist. She has many professional affiliations, including being past president of the Association of Environmental Health Academic Programs.

Bill Hicks is an Associate Professor in the Department of Safety, Security, and Emergency Management at Eastern Kentucky University. He is a consultant to industry in several technical areas including fire protection detection and suppression systems, emergency response, emergency management, and preparedness.

Ron Hopkins is a consultant to industry in a number of technical areas including fire protection and OSHA-related areas of hazardous material, confined space, respiratory protection, industrial emergency response, and all levels of safety management.

Shane LaCount is a certified Fire, Arson and Explosive Investigation Instructor and Investigator as well as Assistant Fire Chief in charge of training and safety for the Town of Mooresville, N.C.

Bryan Makinen is experienced in the areas of industrial safety, environmental, security, and occupational medicine and currently serves as the EKU Director of Environmental Health and Safety.

Bob Peebles is experienced with providing safety training, developing safety manuals, and conducting compliance audits for governmental, construction, and manufacturing contractors.

Jonathan Pennington is experienced in the areas of lockout/tagout, respiratory protection, confined space, hazardous materials response, and industrial emergency response, among others.

Larry Perkins has over 25 years of experience in the areas of environmental health, general industry, and electrical safety and is currently serving as Deputy Assistant Manager for Nuclear Fuel Supply at the Department of Energy in Oak Ridge, Tennessee.

Jim Pharr is the Interim Chair/Assistant Professor in the Department of Safety, Security, and Emergency Management at Eastern Kentucky University.

Bobbi K. Samples is the owner and principal consultant of The Safety Firm, LLC. Bobbi brings extensive proven experience in executive level strategic planning, design, development, cultural change implementation and management of Safety and Health Programs to EKU OTIEC.

Randy Shaw has over 35 years of safety expertise and has been employed by various companies in the areas of general industry and construction, refining, mining, and maritime industries.

Dave Stumbo is the Safety Program Manager with the Kentucky Labor Cabinet’s Division of Occupational Safety and Health Education and Training.

Steve Tussey has 30 years of experience in the correctional field, including 25 years of experience in occupational safety, environmental health, and fire protection.

Philip Williams, CSP has worked in the safety, environmental and risk management profession for over 12 years. Mr. Williams has worked in the public and private sectors as a safety and risk management professional and has served in a managerial capacity in both the construction and general industries. He specializes in regulatory compliance, loss control, emergency planning and workers compensation management.

Gary Yurt has 27 years of experience in the fire protection and emergency response service field as well as in safety and health within the private industry sector in manufacturing, chemical and power generation.
OSHA 500
Trainer Course for Construction
Richmond: March 18-21 • July 15-18 • November 11-14
Louisville: February 18-21 • June 17-20 • October 7-10
$750 26 hours
This course is designed for personnel in the private sector interested in teaching the 10- and 30-hour construction safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10- and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts, and engage in practice teaching modules.

Upon successful completion, the student will be authorized as an OSHA Construction Outreach Trainer. This authorization is effective for four (4) years.

Prerequisites: OSHA 510 and five years of construction safety experience. A college degree in occupational safety and health, a Certified Safety Professional (CSP) or a Certified Industrial Hygienist (CIH) designation in the applicable training area may be substituted for two (2) years of experience.

OSHA 502
Update for Construction Industry Outreach Trainers
Richmond: January 14-16 • May 13-15 • September 23-25
Louisville: April 8-10 • July 29-31 • December 2-4
$650 18 hours
This course is designed for personnel in the private sector who have completed OSHA 500 - Trainer Course in Occupational Safety and Health Standards for the Construction Industry and who are authorized trainers in the OSHA Outreach Training Program. It provides an update on such topics as OSHA construction standards, policies, and regulations.

Authorized OSHA Outreach Trainers are required to attend this course once every four (4) years to maintain their trainer status. Prior to registration, students must provide a copy of their current trainer card for validation.

Prerequisites: OSHA 500

OSHA 503
Update for General Industry Outreach Trainers
Richmond: March 4-6 • July 29-31 • October 28-30
Louisville: January 22-24 • June 3-5 • Sept. 30—October 2
$650 18 hours
This course is designed for private sector personnel who have completed OSHA 501 - Trainer Course in Occupational Safety and Health Standards for General Industry and who are authorized trainers in the OSHA Outreach Training Program. It provides an update on OSHA general industry standards and OSHA policies.

Authorized OSHA Outreach Trainers are required to attend this course once every four (4) years to maintain their trainer status. Prior to registration, students must provide a copy of their current trainer card for validation.

Prerequisites: OSHA 501

OSHA 510
Occupational Safety and Health Standards for Construction
Richmond: January 28-31 • June 3-6 • September 9-12
Louisville: April 22-25 • August 19-22 • December 9-12
$750 26 hours
This course for private sector personnel covers OSHA policies, procedures, and standards, as well as construction safety and health principles. Topics include scope and application of the OSHA construction standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide.
OSHA 511
**Occupational Safety and Health Standards for General Industry**
Richmond: February 18-21 • June 10-13 • October 21-24
Louisville: March 25-28 • July 8-11 • November 18-21
$750 26 hours
This course for private sector personnel covers OSHA policies, procedures, and standards, as well as general industry safety and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide.

OSHA 521
**Occupational Safety and Health Administration Guide to Industrial Hygiene**
Richmond: February 25-28 • September 30-October 3
$750 26 hours
This course addresses industrial hygiene practices and related OSHA regulations and procedures. Topics include permissible exposure limits, OSHA health standards, respiratory protection, engineering controls, hazard communication, OSHA sampling procedures and strategy, workplace health program elements, and other industrial hygiene topics. The course features workshops in health hazard recognition, OSHA health standards and a safety and health program workshop.

OSHA 2015
**Hazardous Materials**
Richmond: April 1-4
$750 26 hours
This course covers OSHA General Industry Standards and other consensus and proprietary standards that relate to the use of hazardous materials. Course topics include flammable and combustible liquids, compressed gases, LP-gases, and cryogenic liquids. Related processes such as spraying and dipping, and use of electrical equipment in hazardous locations are also discussed. Upon course completion students will have the ability to assess compliance with OSHA hazardous materials standards, determine hazardous (classified) locations, and proper moving, storing, and handling of hazardous materials.

OSHA 2045
**Machinery and Machine Guarding Standards**
Richmond: August 19-22
$750 26 hours
This course covers the various types of common machinery, machine safe guards, and related OSHA regulations and procedures. Guidance is provided on the hazards associated with various types of machinery and the determination of proper machine safe guards. Course topics include machinery processes, mechanical motions, points of operation, control of hazardous energy sources (lockout/tagout), guarding of portable powered tools, and common OSHA machine guarding violations. Program highlights include the ability to recognize hazards and provide options for control and hazard abatement through machine safeguarding inspection workshops. Upon course completion students will have the ability to describe common machine hazards and sources of energy, identify resources for assisting with machine guarding issues, and determine methods of control and hazard abatement, and selection of appropriate machine safe guards.

OSHA 2225
**Respiratory Protection**
Richmond: January 28-31 • August 26-29
$750 26 hours
This course covers the requirements for the establishment, maintenance, and monitoring of a respirator program. Topics include terminology, OSHA standards, NIOSH certification, and medical evaluation recommendations. Program highlights include laboratories on respirator selection, qualitative fit testing, and the use of a large array of respiratory and support equipment for hands-on training.

OSHA 2255
**Principles of Ergonomics**
Richmond: February 25-27 • July 22-24
$750 18 hours
This course covers the use of ergonomic principles to recognize, evaluate, and control work place conditions that cause or contribute to musculoskeletal and nerve disorders. Topics include work physiology, anthropometry, musculoskeletal disorders, use of video display terminals, and risk factors such as vibration, temperature, material handling, repetition, and lifting and transfers in health care. Course emphasis is on industrial case studies covering analysis and design of work stations and equipment, laboratory sessions in manual lifting, and coverage of current OSHA compliance policies.

OSHA 2264
**Permit-Required Confined Space Entry**
Richmond: April 29-May 1
Louisville: June 24-26
$750 20 hours
This course is designed to enable students to recognize, evaluate, prevent, and abate safety and health hazards associated with confined space entry. Technical topics include the recognition of confined space hazards, basic information about instrumentation used to evaluate atmospheric hazards, and ventilation techniques. This course features workshops on permit entry classification and program preparation.

OSHA 3015
**Excavation, Trenching and Soil Mechanics**
Richmond: March 25-27 • September 16-18
$650 20 hours
This course focuses on OSHA standards and on the safety aspects of excavation and trenching. Students are introduced to practical soil mechanics and its relationship to the stability of shored and unshored slopes and walls of excavations. Various types of shoring (wood timbers and hydraulic) are covered. Testing methods are demonstrated and a one-day field exercise is conducted, allowing students to use instruments such as penetrometers, torvane shears, and engineering rods.

OSHA 3095
**Electrical Standards**
Richmond: February 11-14 • October 7-10
$750 26 hours
This course covers OSHA electrical standards and the hazards associated with electrical installations and equipment. Course topics include; single- and three-phase systems, cord- and plug-connected and fixed equipment, grounding, ground fault circuit interrupters, and safety-related work practices. Emphasis is placed on electrical hazard recognition and OSHA standards, policies, and procedures and applicable portions of the National Electrical Code (NEC). Students will participate in workshops on the safe and correct use of electrical testing equipment. Upon course completion, students will be able to; understand the severity of electrical current on the human body, detect electrical hazards and determine applicable OSHA standard, recognize actual and potential electrical hazards and determine hazard abatement, understand proper use of electrical testing equipment.

www.osha.eku.edu
This course provides an overview of state-of-the-art technology for fall protection and current OSHA requirements. Topics covered include the principles of fall protection, the components of fall arrest systems, the limitations of fall arrest equipment, and OSHA policies regarding fall protection. Course features a one-day field exercise demonstrating fall protect equipment.

**OSHA 3115**  
**Fall Arrest Systems**  
**Richmond: April 8-10 • October 15-17**  
**$750  18 hours**

The TypeScript provides an overview of state-of-the-art technology for fall protection and current OSHA requirements. Topics covered include the principles of fall protection, the components of fall arrest systems, the limitations of fall arrest equipment, and OSHA policies regarding fall protection. Course features a one-day field exercise demonstrating fall protect equipment.

**OSHA 5600**  
**Trainer Course for Disaster Site Worker**  
**Richmond: April 22-25**  
**$750  24 hours**

The Disaster Site Worker Train-the-Trainer Course prepares experienced trainers to present OSHA's 16-hour Disaster Site Worker Course. Trainers for this course need to be able to apply the elements of successful adult training programs, along with specific knowledge, skills, and attitudes to awareness training about safety and health standards at natural and man-made disaster sites. Trainers are given the opportunity to practice knowledge, skills, and attitudes through discussion, planned exercises, demonstrations, and presentations. Participants receive lesson plans and training materials for the Disaster Site Worker Course as well as information on training techniques and resources. Trainers will be expected to present a selected portion of the Disaster Site Worker Course and to use a "presentation evaluation" sheet to evaluate the other presenters. This course allows the student to become a trainer in the Outreach Program and to conduct the 16-hour Disaster Site Worker Course and to issue cards to participants after verifying course completion.

Students who wish to participate as authorized trainers in the OSHA Outreach Training Program must successfully pass a written exam at the end of the course. Outreach trainers are required to attend Course #5602 at least every four years to maintain their trainer status.

**Prerequisites:** OSHA 500 or 501, three (3) years safety training experience, and completion of the 40-hour HAZWOPER training.

**OSHA 6000**  
**Collateral Duty Course for Other Federal Agencies**  
**Richmond: August 26-28**  
**$750  23 hours**

This course introduces federal agency collateral duty safety and health personnel to the OSH Act, Executive Order 12196, 29 CFR 1960 and 29 CFR 1910. The training enables participants to recognize basic safety and health hazards in the workplace and effectively assist agency safety and health officers with inspection and abatement efforts.

**OSHA 7000**  
**OSHA Training Guidelines for Safe Patient Handling**  
**Richmond: February 24 • August 13**  
**$250  7.5 hours**

This course covers OSHA ergonomic guidelines for safe patient handling and methods to protect workers in healthcare settings, including facilities, home health care, and hospice. Course topics include developing an ergonomic program, risk factors in patient handling and transfers, identifying work processes with the potential for musculoskeletal injuries and illnesses, protocol for resident and patient assessment, and implementing solutions including work practices and engineering controls. Students will learn to analyze and identify ergonomic hazards and practical solutions to reduce musculoskeletal injuries and illnesses in their workplace.

**OSHA 7100**  
**Introduction to Machinery and Machine Safeguarding**  
**Richmond: August 15**  
**$250  4 hours**

The main focus of this course is to increase the participant's knowledge and skill in proper machine safeguarding techniques, and to highlight the benefits of guarding various types of machinery.

**OSHA 7105**  
**Evacuation and Emergency Planning**  
**Richmond: May 9**  
**$250  4 hours**

Evacuation and emergency planning focuses on OSHA requirements for emergency action plans and fire protection plans. Preparing for emergencies is a basic principle of workplace safety and health. Participants will learn: (1) reasons for emergency action plans and fire prevention plans and when they are required for a workplace; (2) elements of a good evacuation plan; and (3) features of design and maintenance of good exit routes. The optional session for this course will focus on assessment of risk for terrorist attack and how to utilize OSHA's two matrices, evacuation planning and fire and explosion, as tools in planning for emergencies.

**OSHA 7110**  
**Safe Bolting: Principles and Practices**  
**Richmond: May 8**  
**$250  7 hours**

This course covers awareness of safety issues involved in bolting applications. Course topics include; safe operation and handling of high powered bolting tools, pressure vessels and piping, machinery or mechanical joints, and structural connections. The course provides practical group activities and workshops. Upon course completion, the student will possess the knowledge and skills to recognize hazards present in a bolting application and methods for control and abatement of the hazard.

**OSHA 7115**  
**Lockout/Tagout**  
**Richmond: August 14**  
**$250  7.5 hours**

Students will learn about the role and responsibility of the employer to develop and implement an energy control program, or lock-out/tag-out (LOTO) for the protection of workers while performing servicing and maintenance activities on machines and equipment. In addition, students will learn how to detect hazardous conditions and implement control measures as they relate to the control of hazardous energy. This course is also designed to assist students in the development and implementation of energy control programs, including written isolation procedures, training for authorized and affected employees, and periodic inspection of energy control procedures. Topics include the understanding and application of definitions relating to OSHA's Control of Hazardous Energy Standard, types of hazardous energy, energy isolation options, written program requirements, and training guidelines. At the conclusion of this course, the participant will be able to explain the importance of energy control programs, procedures, training, audits and methods of controlling hazardous energy, and will demonstrate the knowledge and skills required to safely perform servicing and maintenance activities.
OSHA 7200
Bloodborne Pathogen Exposure Control for Healthcare
Richmond: October 27
$250  7 hours
The purpose of this course is to develop a Bloodborne Pathogens Exposure Plan for healthcare facilities using a step-by-step approach. Featured topics include an Introduction to Bloodborne Pathogens Standard, the Exposure Control Plan, Exposure Determination, Methods of Control, Vaccinations and Evaluations, Training and Information, and Recordkeeping.

OSHA 7400
Noise in Construction Industry
Richmond: May 7
$250  5.5 hours
This course covers the evaluation and reduction of noise in the construction industry. Course topics include OSHA construction noise standards, properties of sound, noise-induced hearing loss, noise exposure control, selection and use of hearing protection, conducting sound level surveys, and worker training. Classroom demonstrations of noise instrumentation and hearing protection devices are featured. The target audience is the construction employer or representative designated with the responsibility to develop a construction noise program. At the conclusion of this course, the student will understand properties of sound and its relationship to noise-induced hearing loss, hearing protection usage, conducting sound level surveys and training workers.

OSHA 7500
Introduction to Safety and Health Management
Richmond: May 5 • August 11
$250  5.5 hours
Using interactive assignments and thought-provoking group projects, students of this one day workshop come away with a strong understanding of the benefits in implementing a safety and health management system in the workplace.

OSHA 7505
Introduction to Accident (Incident) Investigation
Richmond: May 6 • August 12
$250  7.5 hours
Introduction to accident investigation provides an introduction to basic accident investigation procedures and describes accident analysis techniques. The goal of the course is to help participants gain the basic skills necessary to conduct an effective accident investigation at their workplace. The target audience is the employer, manager, employee or employee representative who, as part of a firm's safety and health system, would be involved in conducting accident and/or near-miss investigations.

OSHA 7845
Recordkeeping Rule Seminar
Richmond: August 25
Louisville: November 17
$250  4 hours
This course is designed to assist employers in identifying and fulfilling their responsibilities for posting certain records, maintaining records of illnesses and injuries and reporting specific cases to OSHA.

Customized Training
We can come to you! If you are unable to travel to us, we can come onsite to your business or industry and provide customized training for your employees. Give us a call for a free quote at (859) 622-2961 or send an email to ekuosha@eku.edu and tell us what training you need. We look forward to hearing from you!

Are you interested in becoming an authorized OSHA Outreach Trainer?

If you have completed an OSHA Standards course and have at least five years of relevant safety experience, you may be qualified to enroll in the OSHA Outreach Trainer Program for Construction or General Industry.

These 4-day courses, OSHA 500 and OSHA 501, are offered several times throughout the year.

Successful completion of the trainer course authorizes you to teach the OSHA 10- and 30-hour safety classes.
The certificate program in Public Sector Safety & Health Fundamentals supports OSHA’s mission by training public sector employees in occupational safety and health to reduce incident rates for workers in state and local governments. Participants have the opportunity to earn certificates for Construction and General Industry training. Participants can choose from a variety of topics such as occupational safety and health standards for the construction or general industry, safety and health management, accident investigation, fall hazard awareness, and recordkeeping. To be awarded a certificate, students must successfully complete a minimum of seven courses, comprised of a minimum of **68 contact hours**. For additional information, visit the OSHA website: [www.osha.gov/dte/public_sector/index.html](http://www.osha.gov/dte/public_sector/index.html)

**Cost:** $95 processing fee, plus regular course tuition

### Construction Emphasis (Must complete a minimum of 68 hours)

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<th>Hours</th>
<th>Elective Courses</th>
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**39 required hours**

**Minimum of 29 hours**

### General Industry Emphasis (Must complete a minimum of 68 hours)

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**39 required hours**

**Minimum of 29 hours**

Apply today! For **General Industry** or **Construction**. For additional information visit our website [www.osha.eku.edu](http://www.osha.eku.edu) or contact OTIEC Staff at o:(859) 622-2961 f: (859) 622-7868 or ekuosha@eku.edu
Program Overview and Requirements:

The Certified Safety and Health Specialist Program is designed for safety and health professionals who have at least five years of experience and wish to obtain in-depth professional development in the field. The Certificate Program provides a well-rounded customized learning experience consisting of Required Core Courses and Elective Courses in General Industry and/or Construction. Students completing the program must complete at least **100 contact hours** to receive the Specialist Certificate. The program allows a student to:

- Obtain a credential with the potential for job advancement;
- Develop contacts and network with other professionals facing similar challenges;
- Stay current with regulations and regulatory interpretations; and
- Learn from some of the most experienced instructors in the industry while earning CEU’s.

Academic Credit:

To earn up to three (3) graduate credit hours in the Eastern Kentucky University’s **SSEM Master’s Degree Program** a student must:

- Complete 240 contact hours in the Certificate Program; and
- Meet EKU Registration and Admission Requirements.
- For more information on Admission into the SSEM program, please contact the Department at (859) 622-7233.

Transfer Courses and Course Limitations:

Eastern Kentucky University OSHA Training Institute Education Center will accept up to two (2) transfer courses from another OTI with exception of applicable Trainer or Update Course. The Trainer or Update Course must be completed through EKU within the past four years from date of CSHS Application. No course completed more than 10-years ago will be accepted.

### Construction Emphasis (Must complete a minimum of 100 hours)

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<td>OSHA 521</td>
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<td>OSHA 7845</td>
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### General Industry Emphasis (Must complete a minimum of 100 hours)

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Hours</th>
<th>Elective Courses</th>
<th>Hours</th>
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<tr>
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<td>OR 7100</td>
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To apply please visit [www.osha.eku.edu](http://www.osha.eku.edu) or contact OTIEC Staff, at o:(859) 622-2961 f: (859) 622-7868 or ekuosha@eku.edu.
**APPLICATION FORM** (Return to OTIEC Staff)

Name: ____________________________________________________________

Title: ____________________________________________________________

Company: ________________________________________________________

Address: _______________________________________________________________________

City: ___________________ State: ___________________ Zip: ___________________

Phone: ___________________ Fax: ___________________

Email: ____________________________________________________________

Date Request Submitted: ____________________________________________

Please fill out the form below completely. Required Courses are indicated in gray. For transfer courses you must attach a copy of your certificate(s). Eastern Kentucky University OSHA Training Institute Education Center will accept up to two (2) transfer courses from another OTI with the exception of applicable Trainer or Update Course.

### Construction Emphasis

<table>
<thead>
<tr>
<th>Course (Hours)</th>
<th>Date Completed</th>
<th>Location</th>
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</thead>
<tbody>
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<td>3015 (20)</td>
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**Total Hours Completed Must Equal Minimum 100 Hours**

### General Industry Emphasis

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</table>

**Total Hours Completed Must Equal Minimum 100 Hours**
Correctional Safety Officer Certificate Program

This 40-hour training program is designed specifically for safety/fire officers working inside a correctional setting. The program will include related general industry standards in correctional settings, as well as a review of the American Correctional Association Standards related to fire and safety which are critical in preparing for ACA accreditation.

This program recognizes the challenges faced by Safety Officers as they comply with OSHA Standards, ACA Standards, and the individual policies and procedures of their correctional institution. The program is based upon a job analysis completed with high performing incumbent workers in the Correctional Safety Officer position.

March 10 - 14, 2014
July 21 - 25, 2014
November 17 - 21, 2014

- Earn the Correctional Safety Officer Certificate from Eastern Kentucky University;
- Receive credit for the OSHA 511 - OSHA Standards for General Industry Course;
- Approved for 40 contact hours and 4.0 Continuing Education Units (CEU’s) from EKU Continuing Education & Outreach;
- The OSHA 1910 General Industry Regulations CFR and the applicable ACA Standards are included in the registration fee.

Training held in Richmond, Kentucky
Perkins Conference Center

- Only 45 minutes away from the Lexington Bluegrass Airport (LEX).
- Lodging is available at the Comfort Suites or Quality Inn ($58 using code “OSHA”) & Holiday Inn Express ($89 using code “CE&O”) at Exit 87 off I-75.
- www.richmondkytourism.com/

“The EKU Correctional Fire/Safety Program benefited our Agency and was a resounding success. The collaborative effort to offer the Fire/Safety Program at the Mississippi State Penitentiary enabled State and Regional Prison staff from across the state an opportunity to become trained fire/safety professionals in a correctional environment. The Mississippi Department of Corrections and other partnering entities continue to benefit from the knowledge employees obtained and implemented to make our prisons safer.”

E. L. Sparkman, Deputy Commissioner-Institutions, Mississippi Department of Corrections
Topics Will Include

- Exit Routes & Emergency Action Plans
- ACA Accreditation & OSHA Standards
- How to Conduct Safety Meetings for Correctional Staff & Correctional Industries
- Safety & Health Corrections Programs
- Recordkeeping
- Safety Audits in Correctional Settings
- Walking & Working Surfaces
- Managing Hazardous Materials - flammable, toxic, caustic
- Machine Guarding
- Lockout/Tagout Standards
- Accident Prevention & Investigation
Name and Job Title: 

Employer Group Classification
- Federal OSHA (check job specification: □ Safety □ Health or □ Other)
- State OSHA (check job specification: □ Safety □ Health or □ Other)
- Other Governmental Agency (check: □ Federal □ State □ City □ County)
- Private Sector (check: □ Employer Representative □ Employee Representative □ Government Contractor Employee □ Other)
- International Student (name of country)

Company: 
Address: 
City: __________________  State: ______ Zip: ______________
Phone: __________________ Fax: __________________
Email: __________________

Emergency Contact: Phone:

<table>
<thead>
<tr>
<th>COURSE</th>
<th>COURSE FEE</th>
<th>COURSE DATE</th>
<th>COURSE LOCATION</th>
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PLEASE NOTE: If you are registering for a trainer course (OSHA 500, OSHA 501, OSHA 5600), you must complete and return the Verification of Prerequisites form (see website or contact us).

Method of Payment
- □ Visa □ MasterCard □ AMEX □ Discover □ Check Enclosed □ Invoice

Account #: _________________________ Ex. Date: _________________________

Authorized Signature:__________________________

Billing Address (if different from above): ________________________________

Return completed registration form to:
OSHA Training Institute Education Center • Eastern Kentucky University
521 Lancaster Avenue/Perkins 202 • Richmond, Kentucky 40475
Phone: (859) 622-2961 • Fax: (859) 622-7868
Outreach Training Program

**Helpful Links**
- EKU Outreach Trainer Resources
- OutreachTrainers.org
- OSHA Outreach Program Page

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**Existing Outreach Trainer FAQ**

Q: Do I need to send sign-in sheets/outlines for the courses I report?
A: No you do not need to send sign-in sheets, student addresses, a matrix, or a topic outline while reporting a class. You will keep all of this information in your own personal records for at least 5 years. The EKU OSHA Training Institute Education Center may request these records from you at any time.

Q: Is there a class size minimum or maximum for Outreach training?
A: Yes, a minimum of 3 students and maximum of 40 students per class.

Q: I did not teach all mandatory/elective topics or contact hours per the procedure guidelines but I made up for those hours in the optional section of my course. Is that acceptable?
A: No. You must fulfill all mandatory and elective topics and time requirements. You may use extra mandatory or elective topics for optional hours but you may not use optional hours to supplement the lack of mandatory/elective topics.

Q: When will I get my EKU trainer ID#?
A: You will be assigned an EKU trainer ID# after you report your first course.

Q: When do I pay for student course completion cards?
A: When you submit your training report, payment will be due for the student course completion cards. You will not receive any cards until payment is made. The fee is $5.00 per card.
Providing Safety Courses in:

Construction

General Industry

Corrections

Train-the-Trainer

Tobacco-Free Campus

Please note that effective June 1, 2014, the Eastern Kentucky University campus will become tobacco-free, including all forms of tobacco as well as electronic cigarettes.