



Special Topics in Occupational Safety and Health Technology (OSHT 1191)

Credit: 1 Semester credit hour.

Prerequisite: Passed the writing portion of TSI or other accepted testing instrument.

Course Description

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

Required Textbook and Materials

1. OSHA Inspections: Preparation and Response. Author: Rick Kaletsky, 2nd Edition.
ISBN: 978-0-87912-318-5
2. 11/2 – 2” 3-ring binder, with pockets
Notebook paper for binder
*Organization of notebook; contents should include:
 - Cover page with first and last name
 - Title of course
 - Day and time of weekly class meeting
 - Semester (example, “Fall 2018”)
 - Dividers labeled, syllabus, study questions, handouts, graded work
 - 1 USB Flashdrive

Course Objectives

Upon completion of the course the student will know how to proactively prepare for a worksite inspection, and how to respond to an OSHA inspection and to a citation.

Course Outline

- A. Welcome to LIT:
 1. Introduction of faculty and students
 2. Syllabus
 3. Course Expectations/Overview
 4. Assignment 1
- B. Specific Programs Required by OSHA
 1. The Need to Review Programs
- C. Preventive Maintenance
 1. The Maintenance Staff
 2. Periodic Testing

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COURSE SYLLABUS

3. Eye Fountains and Deluge Showers
4. Safety Data Sheet Stations and Chemical Storage
5. Gauges
- D. Safety & Health Committees
 1. Committee Membership
 2. Committees and Labor Unions
 3. The Time and Place for Meetings
 4. Topics to Consider
 5. Keeping Minutes
 6. Legal Problems
 7. Committee Mission
- E. Setting Priorities
 1. The Prioritizing Loop
 2. Criteria for Priorities
- F. Training and Education
 1. Trainers and Communication
 2. Employee Understanding and Listening Skills
 3. Compensation for Time
 4. Emergency Action
 5. Positive Reinforcement
 6. Training Supervisors and Forepersons
- G. Progressive Discipline
 1. Organized Labor
 2. Disciplinary Action
 3. Effective Program Characteristics
- H. Inspections
 1. Inspecting New Operations
 2. Hazards and Violations
 3. Inspecting Machinery
 4. Inspecting Task Performance
 5. Other Inspection Considerations
 6. Written Report
 7. The Authority of Inspection Personnel
 8. Creative Approaches to Abatement
- I. Incentives
 1. Planning the Program
 2. The Purpose of Incentives
 3. Incentives for Safe Work Performance
 4. Size of Groups
 5. Employee Suggestions
 6. Comparing OSHA Inspection Results
 7. Contests and Rewards
- J. Medical Case Management and Return to Work
 1. Occupational Health Problems

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2. Return to Work and Light Duty
3. Other Company Concerns for the Victim
- K. OSHA Visit Action Plan
 1. Filming the Visit
 2. Greeting the Compliance Officer
- L. The OSHA Visit: Arrival and Entry
 1. Inspecting Credentials
 2. Cancellation of an Inspection
 3. Advance Notice
 4. Criminal Penalties
 5. Denial of Entry
- M. The Opening Conference
 1. Warrants
 2. Subpoenas
 3. Employee Records
 4. Initiating and Securing Compulsory Process
 5. Other Reasons for Postponing the Inspection
 6. Joint and Separate Conferences
 7. Exemptions
 8. Reason for Visit
 9. Other topics
- N. The Walkaround
 1. Type of Inspection to Anticipate
 2. Main Purposes
 3. Reasonable Diligence
 4. Members of the Tour Party
 5. Employee Representatives/Interviews
 6. Abatement Steps
 7. Citations
 8. Other Concerns
- O. The Closing Conference
 1. The Setting
 2. Disclosure of Findings
 3. Abatement Dates/Citation Posting/Contest
 4. Variances
- P. Defenses to Citations
 1. OSHA's Burden of Proof
 2. The Particularity Requirement
 3. Reasonable Diligence
 4. Isolated Incidents
 5. Impossibility of Compliance
 6. Noncompliance is Safer than Compliance
 7. Improper Inspection

Grading Scale

- A = 90-100
- B = 80-89
- C = 70-79
- D = 60-69
- F = Less than 60

Course Evaluation

Final grades will be calculated according to the following criteria:

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|---------------|-----|
| 1. Test I | 20% |
| 2. Test II | 20% |
| 3. Final | 40% |
| 4. Attendance | 15% |
| 5. Notebook | 5% |

Course Policies

1. No food, drinks, or use of tobacco products in class.
2. Computers, telephones, headphones, and any other electronic devices must be turned off while in class or used only with permission of the instructor.
3. Do not bring children to class.
4. If you wish to drop a course, the student is responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an 'F' in the course.
5. Additional class policies as defined by the individual course instructor are in the addendum

Disabilities Statement

The Americans with Disabilities Act of 1992 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. Among other things, these statutes require that all students with documented disabilities be guaranteed a learning environment that provides for reasonable accommodations for their disabilities. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator, at (409) 880-1737 or visit her office located in the Cecil Beeson Building, room 116B.

**Students with special needs and/or medical emergencies or situations should communicate with their instructor regarding individual exceptions/provisions. It is the student's responsibility to communicate such needs to the instructor.

Student Code of Conduct Statement

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It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu or obtained in print upon request at the Student Services Office. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document change.

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