

# State of Vermont

CLMI- WebSource Training Library

Available Courses as of 3/30/2017

<https://www.pmacompanies.com/riskcontrol/>

Highlighted Courses are only offered through WebSource

All other courses should be taken through ResourceNOW

Course	Duration (Minutes)
--------	--------------------

## Accident Investigation

### Accident Investigation

No workplace is exempt from accidents. And since you can't guarantee an accident will never take place in your workplace, it is important to know how to properly handle accidents when they occur. This program is designed to equip you with the information you need to understand why accidents occur in your workplace and how to avoid similar occurrences in the future.

12:00

#### YOU WILL LEARN:

- The Steps in the Accident Investigation Process
- Techniques for Collecting the Facts
- How to Review the Facts to Find the Cause
- How to Implement Corrective Measures
- The Correct Way to Document Findings and Actions
- The Importance of Following-Up on Accidents

### Safety Program Management

Developing a safety program in your company might seem like an overwhelming task. This program transforms what can feel like an unmanageable project into a simple and clear process that anyone can adhere to. Filled with practical advice and information from experienced safety professionals, this five-part module leads you from beginning to end through the steps needed to establish, maintain, and manage an effective safety program.

38:00

#### YOU WILL LEARN:

- The Importance of Establishing a Safety Program
- Tips for Establishing Safety as a Core Value in Your Company
- How to Create a Written Safety Policy
- How to Establish and Communicate Safety Goals
- Responsibilities of Managers and Employees in the Safety Process
- How to Identify and Control Hazards
- How to Train Management and Employees
- How to Establish Communication, Feedback, and Response Methods
- How to Establish Emergency Response Procedures and Accident Management
- How to Establish Accident Investigation Procedures

How to Measure and Monitor Effectiveness

### **Workers' Compensation Management**

Created in conjunction with some of the most successful insurance companies and risk managers in the U.S., this program will teach you the very best strategies to bring your injured workers back to work as soon as possible. 13:00

YOU WILL LEARN:

- How to Choose Your Management Team
- How to Identify and Evaluate Transitional Work
- Opportunities for Recovering Employees
- Effective and Proven Claims Control Techniques

### **Back injury Prevention**

#### **Protecting Your Back**

We never think about what's going on inside our back until something goes wrong. And even then, once we know what's wrong, we're in a hurry to get better. Back pain doesn't just happen. It's usually the result of a lot of improper movements that add stress to your back. One movement may have triggered the pain, but it's usually been a long time coming. This program will cover the things your employees can do to keep their backs healthy. • How your back works • Common stresses to the back • Proper body mechanics and lifting techniques • Stretching and Exercise 13:00

#### **Elements of Backcare - General Industry Version**

Help your employees avoid becoming another statistic with our back injury prevention program: Elements of Back Care. This program provides specific information about proper back care and injury prevention. The program also provides examples of realistic situations to teach employees healthy body mechanics and movement. 14:00

#### **Elements of Backcare - Healthcare Version**

Elements of Back for the Health Care Industry, educates employees on how to properly care for their backs and prevent injuries in a health care setting. This program covers proper techniques for patient movements and transfers. Also included is information on the use of transfer tools to make jobs easier and safer. 16:00

### **Bloodborne Pathogens**

#### **Bloodborne Pathogens: Always Protect Yourself**

This program is designed to educate your employees on how to protect themselves from bloodborne pathogens. The training video presents the circumstances of an exposure situation from three perspectives: the victim, the responder and the co-worker. Each tells their story and how it relates to how the viewer needs to protect themselves any time they are potentially exposed to an incident involving blood. 14:00

You Will Learn:

What Bloodborne Pathogens are and how they are transmitted  
Information on Universal Precautions and Personal Protective Equipment  
Proper work practice

### **Bloodborne Pathogens: Control Your Exposure**

This program is designed to heighten awareness about this important issue. The training video portrays an employee receiving a post-exposure evaluation at an occupational clinic and is filled with compelling arguments for the importance of taking the proper precautionary measures against exposure.

13:00

You Will Learn:

The Definition of Bloodborne Pathogens  
The Methods of Transmission  
Overview of the Most Common Bloodborne Diseases  
Information on Universal Precautions and Personal Protective Equipment  
Proper Clean-up Procedures for Contaminated Surfaces or Equipment

## **Chemical Safety**

### **GHS Labels and Safety Data Sheets Both Programs**

The Globally Harmonized System(GHS) is an international approach to hazard communication, providing a new system for classification of chemical hazards, and a standardized approach to labels and safety data sheets. OSHA is requiring that employees are trained on the new labels(e.g., pictograms and signal words)and Safety Data Sheet format.

14:00 & 10:00

CLMI's exciting new "GHS Labels and Safety Data Sheets" training program will help your employees::

Understand the new GHS label elements  
Identify the new GHS pictograms  
Read and interpret the new GHS Safety Data Sheets

### **Hazard Communication: GHS Your Key to Chemical Safety**

Despite years of training on Hazard Communication, employees often ignore the hazards of chemicals in the workplace. CLMI's new video program takes a fresh approach to this topic and gives practical information on the use of chemicals to answer the following six questions:

14:00

What am I working with?  
Can it hurt me?  
How do I protect myself?

What do I do if something goes wrong?  
Do I understand the new GHS label elements  
Can I Identify the new GHS pictograms

### **One Tiny Spark: Flammable Liquid Safety**

With flammable liquids, it can take only one tiny spark to trigger a fire or explosion. Being aware and committed to safe habits every time is the key to avoiding a potentially deadly accident. This program educates employees on the elements that can cause fires, ignition sources and control methods.

14:00

### **Confined Space Entry**

#### **Confined Space Entry: A Deadly Situation**

Working in spaces such as manholes, tanks, ducts and pits is just a part of the job for the workers in many industries. No matter how familiar employees may be with a space, there will always be risks. The hazards in a confined space can be deadly, but with careful planning, the right equipment and thorough training, the hazards inside a confined space can be controlled. This program is an all new modular training program that covers the following areas: Confined Space Hazards Confined Space Protection Confined Space Ventilation Confined Space Entry

20:00

#### **Confined Space Entry**

No matter how familiar employees may be with a confined space, there are always hidden risks involved. Entering a space without first identifying its hazards and taking the proper precautionary measures could cost your workers their lives. This program allows your employees to witness a realistic depiction of an improper entry into a confined space, so that they understand the negative consequences of such an action and teach them how to avoid a similar situation at your worksite.

17:00

You Will Learn:

- Classification of Confined Spaces
- The Hazards Associated With a Confined Space
- How to Protect Themselves From Hazards
- The Steps Involved in Entry Preparation
- Proper Entry Procedures
- The Responsibilities of the Confined Space Attendant and Entrant
- Non-entry Rescue Techniques

### **Construction Safety**

#### **Construction Fall Protection: We All Win**

This program covers the information that workers need to keep themselves safe while working at heights. The video is a 5-part modular video presentation that can be used to educate both new and experienced workers and covers the following:

20:00

- Module 1: Introduction to Fall Protection
- Module 2: Fall Prevention Systems
- Module 3: Personal Fall Arrest Systems
- Module 4: Using Personal Fall Arrest Systems
- Module 5: Rescue

**Crane Safety**

**Overhead Crane Safety**

This program is designed to help you conduct a training session to ensure that your employees understand how to safely operate overhead cranes in your facility. By using the Instructor Guide combined with the training video, Power Point presentation and structured field session, this program will provide you with a complete training session for your employees. This program can be taught as a classroom session or as a self-study learning activity. 21:00

Upon Completion of Training, Participants Will:

- Understand the types of cranes and lifting devices in your facility
- Safely operate cranes and lifting devices
- Safely rig loads for lifting

**Driving Safety/Defensive Driving**

**Crash Course: Vehicle Incident Reporting**

This “crash course” in vehicle incident reporting is designed to provide your drivers with an overview of the correct procedures to follow in the event of a collision. 16:00

Program Highlights:

- The Correct Steps to Follow in the Event of a Collision
- What Type of Information to Gather From the Scene of the Collision
- How to Accurately Document the Incident
- How to Conduct a Successful Investigation

**Defensive Driving - Auto/ I Could See It Coming**

If you have employees who use step vans, autos or cargo vans on the job, it is important for you as an employer to teach them about the unique handling skills needed to safely operate these vehicles. 15:00

PROGRAM HIGHLIGHTS:

This program will help you conduct defensive-driving training sessions for new and existing employees. It covers the factors that cause accidents and then provides seven strategies for driving defensively.

Get Ready  
Stay Focused  
Be Aware  
Look Ahead  
Back Off  
Expect Mistakes  
Be Noticed

### **Defensive Driving - Cargo Vans**

If you have employees who use step vans, autos or cargo vans on the job, it is important for you as an employer to teach them about the unique handling skills needed to safely operate these vehicles.

15:00

Program Highlights:

This program will help you conduct defensive-driving training sessions for new and existing employees. It covers the factors that cause accidents and then provides seven strategies for driving defensively.

Get Ready  
Stay Focused  
Be Aware  
Look Ahead  
Back Off  
Expect Mistakes  
Be Noticed

### **Defensive Driving - Step Vans**

If you have employees who use step vans, autos or cargo vans on the job, it is important for you as an employer to teach them about the unique handling skills needed to safely operate these vehicles.

15:00

Program Highlights:

This program will help you conduct defensive-driving training sessions for new and existing employees. It covers the factors that cause accidents and then provides seven strategies for driving defensively.

Get Ready  
Stay Focused  
Be Aware  
Look Ahead  
Back Off  
Expect Mistakes  
Be Noticed

## Defensive Driving - Why Do We Drive the Way We Do?

This program is designed to help you conduct a training session to ensure that employees recognize that they are professional drivers and need to operate vehicles with professional attitudes and professional defensive-driving skills.

11:00

Upon completion of the program, participants will be able to do these things:

- Recognize that they are professional drivers.
- Make driving decisions from a professional point of view.
- Identify the driving risks they take and the rewards they expect to get by taking those risks.
- Understand that unsafe driving can result from both action and inaction.
- Recognize the conscious and unconscious risks they take.
- Avoid accidents by using defensive-driving skills.

## Defensive Driving for Step/Delivery Vans

Defensive Driving for Delivery vans focuses on the specific needs of the delivery van driver. This program includes information on following distances, intersections and backing. Your delivery van drivers will find this an interesting and useful program to help them prevent workplace crashes.

16:00

## Defensive Driving for Supervisors - It's Good Business

This program is designed to help you conduct a training session that will improve supervisors' effectiveness in monitoring employees' driving. Specifically, supervisors will learn skills for observing driving behaviors and correcting unsafe driving practices.

13:00

Upon completion of the program, participants will be able to do these things:

- Understand the importance of supervising for safety.
- Observe and recognize employees' safe and unsafe driving practices.
- Correct employees' unsafe driving practices by using coachable moments.
- Clearly communicate the organization's priorities, including safety

## Electrical Safety

### Electrical Safety: What Everyone Should Know

A lot of safety training is directed at electricians and other qualified workers. But what about the rest of us? Electricity is something that we use everyday and sometimes ignore its hazards. This program will present information on how electricity works, what it can do to the human body and how to use electricity safely. This information is presented at a level for everyone who works with electrically powered tools, equipment and appliances and presents what everyone should know to stay safe.

16:00

## Employee Health and Wellness

### Eye Protection

There are many situations that can be potentially harmful to our eyes. Fortunately, it is a hazard that can easily be eliminated by wearing the proper type of eye protection. This training program will teach your employees how to protect their eyes from debilitating injury. They will learn what types of situations present danger to their eyes and the proper eye protection to use in each situation.

## **Employee Safety Orientation**

### **Employee Safety Orientation: Starting Out Right Ten Fundamental Safety Topics for All Employees!**

For most people starting a new job can be confusing and even a bit stressful. There's a lot to learn ranging from where the break room is to how to sign up for benefits to learning the new job itself. While no one expects a new employee to remember everything right away, it is important to make safety an immediate job priority.

41:51

Ranging from 1 to 6 minutes in length the Program Videos have been broken into individual video modules and may be presented based on the information covered during your Employee Orientation session. You may tailor the training by clicking the topics you need for your employees.

#### Training Content

- Introduction to Safety
- Personal Protective Equipment
  - Hearing Protection
  - Hand Protection
  - Head Protection
  - Eye Protection
  - Foot Protection
  - Respiratory Protection
- Material Handling
- Slips, Trips and Falls
- Forklifts and Pedestrians
- Hazard Communication
- Lockout-Tagout
- Bloodborne Pathogens
- Emergency Response
- Injury Reporting

## **Ergonomics**

## **Protecting your Back**

We never think about what's going on inside our back until something goes wrong. And even then, once we know what's wrong, we're in a hurry to get better. Back pain doesn't just happen. It's usually the result of a lot of improper movements that add stress to your back. One movement may have triggered the pain, but it's usually been a long time coming. This program will cover the things your employees can do to keep their backs healthy. • How your back works • Common stresses to the back • Proper body mechanics and lifting techniques • Stretching and Exercise

13:00

## **Protecting Your Knees**

How often do we think about our knees? Probably not much, unless they're causing you pain. If you have a physical job, our knees can take a beating if we're not paying attention to how we're using them. Our knees are important to many of the moves you make each day. And there's a lot that can be done to avoid a knee injury. This program will cover the things your employees can do to keep their knees healthy. • How your knees work • Common stresses to the knee • Injury prevention techniques • Stretching and Exercise

11:00

## **Office Ergonomics**

**MAKING IT FIT: IMPROVING OUR OFFICE COMFORT**

18:00

### **PROGRAM DESCRIPTION:**

A desk, a chair, a phone, a monitor, a keyboard and a mouse are the standard working tools of millions of people. But these simple tools can take their toll when we don't fit the equipment to the physical needs of the office worker. This program covers ergonomics in the office environment and how to avoid the fatigue, strain and stress that can result from the poor office setup.

### **PROGRAM HIGHLIGHTS:**

We start out discussing posture and how it is affected by office equipment. Next we cover the specifics of how to adjust equipment correctly for a comfortable fit. Finally, we emphasize the importance of positioning and moving our bodies as we work.

## **Protecting Your Shoulders**

Shoulders get a lot of use throughout the work day. Moving materials, reaching... just about everything we do involves our shoulders. If we don't pay attention and use the right positioning, our shoulders, like any part of the body that's not used in the proper way, are vulnerable to injury. This program will cover the things your employees can do to keep their shoulders healthy. • How your shoulders work • Common stresses to the shoulder • Injury prevention techniques • Stretching and Exercise

13:00

## **Basics of Ergonomics**

This program contains two modules designed to provide your employees with an understanding of the importance of ergonomic awareness and how to implement an effective ergonomic plan in your company. Module one, "Basics of Ergonomics," provides a general overview of ergonomics.

24:00

Module two, "Elements of an Ergonomics Program," delves deeper into the topic and outlines the necessary elements of a successful ergonomic program.