

# CAMPUS SAFETY COURSE CATALOG



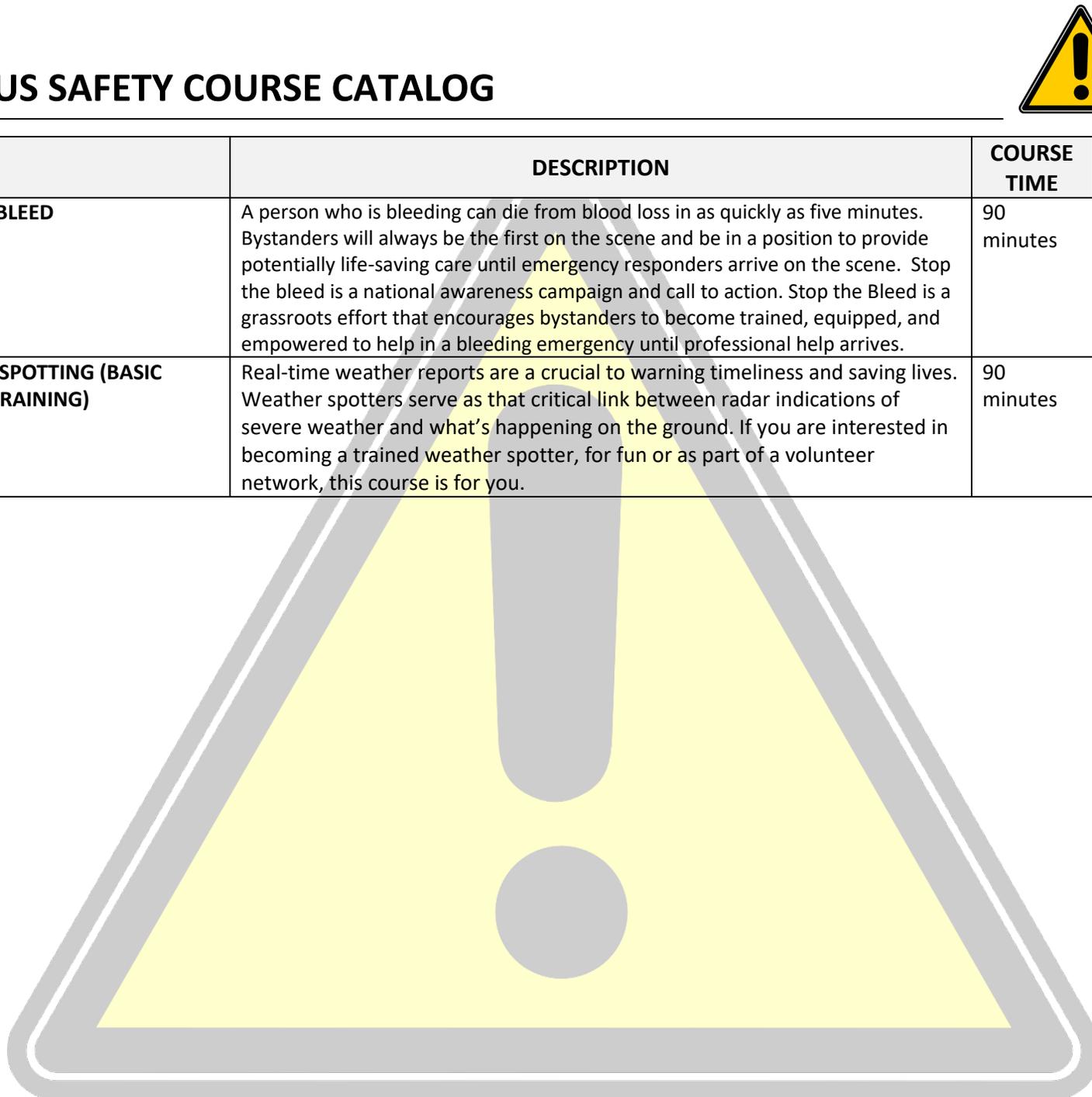
## COURSES AVAILABLE TO ALL COLLEGE EMPLOYEES

| TITLE  | DESCRIPTION  | COURSE TIME | COURSE DELIVERY |
|--|--|-------------|-----------------|
| <b>ACTIVE VIOLENCE PREPAREDNESS: SIMULATION TRAINING</b>         | In this interactive class, participants will review the ALICE (alert, lockdown, inform, counter and evacuate) model, discover implementation techniques and practical tactics for hide and fight scenarios, and participate in a personal decision-making scenario.  | 2 hours     | Classroom       |
| <b>ACTIVE VIOLENCE PREPAREDNESS: MAKING PREVENTION A REALITY</b> | Increase your situational awareness. This discussion-based class will allow participants to explore, discuss and identify pre-incident behaviors through case studies, videos and knowledge assessment.  | 90 minutes  | Classroom       |
| <b>CPR/AED</b>   | Take advantage of this practical course, designed to prepare participants to provide CPR and use an Automatic External Defibrillator (AED) effectively and safely. Participants are trained for breathing, choking and cardiac emergencies. Upon successful completion of the course and skills test, participants will receive a Heartsaver CPR/AED certification card, which is valid for two years.   | 3 hours     | Classroom       |
| <b>EMERGENCY RESPONSE AWARENESS</b>                              | Do you feel you have the right tools to respond to an emergency on campus? What about when you are out in public or at home? This training will give you some of the resources to assist should the need arise to aid an individual or in a situation. We cannot be ready for everything but we can prepare for some of the more common events such as fainting, seizures or minor medical. We will also discuss some of the current procedures and equipment here on campus that are available to you in the event of an emergency. | 90 minutes  | Classroom       |
| <b>EPI PEN AND NARCAN ATOMIZER</b>                               | Epi-Pen training teaches participants how to recognize a person suffering a severe allergic reaction (Anaphylaxis) emergency and how to administer an epinephrine auto-injector (epi-pen) which could be life-saving. Narcan Nasal Atomizer training teaches participants how to recognize an opioid overdose and administer the potentially life-saving medication Narcan (Naloxone), the opioid overdose antidote.   | 90 minutes  | Hybrid          |
| <b>FIRE EXTINGUISHER TRAINING</b>                                | This course provides instructional and hands-on training in the proper use of portable fire extinguishers. COD does not require/expect any employee to be responsible for fighting fires. If you choose to respond to a fire at work, or at home, this course will provide you the information that you will need to safely protect lives and property. Classroom and hands-on.  | 45 minutes  | Classroom       |

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| <b>STOP THE BLEED</b>                            | A person who is bleeding can die from blood loss in as quickly as five minutes. Bystanders will always be the first on the scene and be in a position to provide potentially life-saving care until emergency responders arrive on the scene. Stop the bleed is a national awareness campaign and call to action. Stop the Bleed is a grassroots effort that encourages bystanders to become trained, equipped, and empowered to help in a bleeding emergency until professional help arrives. | 90 minutes  | Classroom       |
| <b>WEATHER SPOTTING (BASIC SPOTTER TRAINING)</b> | Real-time weather reports are a crucial to warning timeliness and saving lives. Weather spotters serve as that critical link between radar indications of severe weather and what's happening on the ground. If you are interested in becoming a trained weather spotter, for fun or as part of a volunteer network, this course is for you.   | 90 minutes  | Classroom       |



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## DEPARTMENT-SPECIFIC TRAINING SESSIONS

| TITLE  | DESCRIPTION  | COURSE TIME | COURSE DELIVERY |
|--|--|-------------|-----------------|
| <b>BLOODBORNE PATHOGEN &amp; ANNUAL REFRESHER TRAINING</b> | <p>This annual refresher training provides employees with guidelines and procedures designed to prevent or minimize the occupational exposure to blood borne pathogens or other potentially infectious materials as defined in OSHA 29CFR 1910.1030. BBP training is required for employees that have the potential for contact with blood or body fluids during their daily activities upon hire and annually thereafter. Reviews hepatitis B vaccination information, Universal Precautions and COD procedures for decontamination of equipment and disposal of biohazardous materials. This course can be offered in the classroom or online.</p> <p><i>Prerequisites: Hazard Communication</i></p> | 45 minutes  | Online          |
| <b>CHEMICAL HYGIENE/LABORATORY SAFETY TRAINING</b>         | <p>This training is focused on employees who work in a laboratory, studio, or department where chemicals or hazardous materials are used on a daily basis for instructional purposes. Course materials are based on the OSHA Laboratory standard 29CFR1910.1450 and review how to identify a hazardous material, the health and physical hazards that are associated with them, the engineering controls and standard operating procedures available in their area, as well as how to read a material safety data sheet. The College of DuPage hazardous materials handling and disposal procedures are also reviewed. <i>Prerequisites: Hazard Communication</i></p>                                  | 45 minutes  | Classroom       |
| <b>CLEANING COD LABS AND STUDIOS SAFELY</b>                | <p>The purpose of this training is to help Custodial workers assigned to clean laboratories to understand and recognize the physical and chemical hazards that they may encounter while working in that environment. It is important to understand these hazards so that proper PPE is used and procedures are followed in order to keep themselves, and others, safe. <i>Prerequisites: Hazard Communication</i></p>  | 45 minutes  | Classroom       |

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| <b>COMPRESSED GAS CYLINDER SAFETY</b>                    | <p>This online safety course will review the safe use and handling guidelines for compressed gas cylinders. Material presented in this course are based on information found in the Occupational Safety and Health Administration (OSHA) standard 23CFR1910.101, the Department of Transportation (DOT) regulations 49CFR171-179 and the Compressed Gas Association (CGA) industry standards. COD employees who use or work with compressed gas cylinders of any size, or material, are required to complete this course prior to working with any compressed gas cylinder and then annually after.</p>                                     | 30 minutes | Online    |
| <b>EMERGENCY RESPONSE GUIDEBOOK (ERG) TRAINING</b>       | <p>The ERG is used by 1<sup>st</sup> Responders, Firefighters, and Police Officers when responding to a transportation emergency involving hazardous materials. Based on the United Nations (UN) four-digit code emergency personnel are able to identify the hazardous material, and using the color-coded sections, quickly determine health and physical hazards, evacuation information and first aid directions. <i>Prerequisites: Hazard Communication/1<sup>st</sup> Responder Training</i></p>  | 45 minutes | classroom |
| <b>FIRST RESPONDER ANNUAL TRAINING - AWARENESS LEVEL</b> | <p>This training is for CODPD employees who are likely to witness or discover a hazardous substance release and will need to initiate an emergency response sequence. Discussions will cover how to recognize a spill or release, methods to identify hazardous materials, how to report the spill or release and how to evacuate or assist the injured. Topics covered include methods to identify hazardous materials, how to report a spill or release, and how to evacuate or isolate the contaminated area using the DOT Emergency Response Guidebook. <i>Prerequisites: Hazard Communication Training/ERG Guidebook Training.</i></p> | 4 hours    | Classroom |
| <b>HAZARDOUS COMMUNICATION</b>                           | <p>OHSA's Hazard Communication Standard (HCS) is based on the concept that employees have a need to understand the possible health risks that may result from working with hazardous materials and the precautions necessary to avoid unnecessary exposure to themselves and/or their co-workers. This training will cover how safety information is provided to</p>  | 60 minutes | Online    |

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|   | employees, how to read and understand the new GHS labeling system and safety data sheets which are required for all hazardous materials on campus.   |            |                  |
| <b>MERCURY SPILL RESPONSE TRAINING</b>                          | Mercury is a unique metal that is found in a liquid form at room temperature. Mercury is found on campus in thermometers, barometers, and mechanical gauges. Spills of mercury must be properly cleaned so that secondary contamination, or personal exposures are not experienced. All departments that use or store mercury must complete this training so they understand how to properly respond to a spill and how to utilize the materials in their mercury spill kit.<br><i>Prerequisites: Hazard Communication</i>   | 30 minutes | Classroom        |
| <b>PERSONAL PROTECTIVE EQUIPMENT/HAZARD ASSESSMENT TRAINING</b> | The purpose of this training is to provide managers, supervisors and employees with information and direction about their responsibilities in the selection, use, care and disposal of their Personal Protective Equipment (PPE). The type of PPE necessary will be determined by assessing the hazards associated with processes, environmental hazards, chemical hazards, noise hazards, radiological hazards, or mechanical irritants encountered in a manner which is capable of causing injury or impairment in the function of any part of the body through absorption, inhalation, or physical contact.     | 45 minutes | Classroom/Online |
| <b>RESPIRATORY PROTECTION TRAINING</b>                          | Respirator protection training will be provided when it has been determined through a job hazard assessment that an employee's job, or specific task, presents a respiratory health risk. Respiratory protection shall only be used when engineering and administrative controls have been implemented and shown to be not effective. This training follows the respiratory protection standard 29CFR1910.134 and will provide general knowledge on selection, use, and care of air purifying devices. A medical evaluation and annual QUAL fit test must be completed. <i>Prerequisites: Hazard Communication</i> | 60 minutes | Classroom        |