



Course Description

Overview of key issues and practices related to the occupational safety and health (OSH) profession. Examines the legal aspects of OSH in the United States, the origin and application of OSH related consensus standards, hazard identification and control, and tools necessary for successful management of OSH related efforts.

Course Textbook

Goetsch, D .L. (2015). *The basics of occupational safety* (2nd ed.). Upper Saddle River, NJ: Prentice Hall.

Course Learning Outcomes

Upon completion of this course, students should be able to:

1. Discuss historical aspects of OSH and how these events shaped OSH today.
2. Examine the executive agencies, regulatory standards, and key laws related to occupational safety and health in the United States.
3. Explain the functions and responsibilities of OSH-related regulatory and consensus standards setting organizations.
4. Illustrate how the concepts of exposure assessment, the hierarchy of controls, workplace monitoring, and medical surveillance are used to prevent occupational injuries and illnesses.
5. Recommend action strategies to correct common workplace hazards.
6. Apply the principles of risk assessment and hazard analyses as they relate to industrial hazards.
7. Apply appropriate management tools necessary for the successful development, implementation, and support of decision making for OSH-related endeavors.
8. Discuss the complex environment in which the OSH professional works, the core disciplines of the OSH team, and the demographic trends shaping the future of OSH.

Credits

Upon completion of this course, the students will earn three (3) hours of college credit.

Course Structure

1. **Unit Learning Outcomes:** Each unit contains Unit Learning Outcomes that specify the measurable skills and knowledge students should gain upon completion of the unit.
2. **Unit Lesson:** Each unit contains a Unit Lesson, which discusses unit material.
3. **Reading Assignments:** Each unit contains Reading Assignments from one or more chapters from the textbook. Suggested Readings are listed in the unit study guides to aid students in their course of study. The readings themselves may or may not be provided in the course, but students are encouraged to read the resources listed if the opportunity arises as they have valuable information that expands upon the lesson material. Students will not be tested on their knowledge of the Suggested Readings.
4. **Learning Activities (Non-Graded):** These non-graded Learning Activities are provided in Units I-VII to aid students in their course of study.
5. **Unit Assessments:** This course contains six Unit Assessments, one to be completed at the end of Units I-VI. Assessments are composed of multiple-choice, ordering, matching, and/or written response questions.
6. **Unit Assignments:** Students are required to submit for grading Unit Assignments in Units III-V, and VII. Specific information and instructions regarding these assignments are provided below. Grading rubrics are included with the Unit III-V and VII Assignments. Specific information about accessing these rubrics is provided below.

7. **Final Exam (Proctored):** Students are to complete a Final Exam in Unit VIII. All Final Exams are proctored—see below for additional information. You are permitted four (4) hours to complete this exam in the presence of your approved proctor. This is an open book exam. Only course textbooks and a calculator, if necessary, are allowed when taking proctored exams. The Final Exam is composed of multiple-choice, matching, and written response questions.
8. **Ask the Professor:** This communication forum provides you with an opportunity to ask your professor general or course content related questions.
9. **Student Break Room:** This communication forum allows for casual conversation with your classmates.

CSU Online Library

There is a virtual library with resources, including both journals and ebooks, to support your program and your course at Columbia Southern University. eResources are accessible 24 hours a day/7 days a week from the CSU Online Library gateway page. To access the library, log into myCSU, and then click on CSU Online Library. Resources are organized in the library by title, but if you click on Research Guides, you will find eResources arranged by subject.

The Library Reference service is available 7 days a week; you can reach CSU's virtual librarians by emailing thevirtuallibrarian@columbiasouthern.edu. These professional librarians will be glad to help you develop your research plan or to assist you in any way in finding relevant, appropriate, and timely information.

Librarian responses may occur within minutes or hours, but it will never take more than 24 hours for a librarian to send a response to the email address you have provided. Replies to reference requests may include customized keyword search strategies, links to videos, research guides, screen captures, attachments, a phone call, live screen sharing, and meeting room appointments, as well as other forms of instruction.

Unit Assignments

Unit III Essay

Accident-Analysis Report

Write a summary about a workplace accident that you are familiar with from your work experience or that has recently been in the news. In the summary, provide answers to the following questions: who, what, where, when, and why? Provide a conclusion in your essay that describes what hazards (unsafe acts or unsafe conditions) must be corrected to prevent the accident from reoccurring. Provide at least three recommendations for corrective actions that should be taken.

Your Essay is required to be a minimum of one page. All sources used, including the textbook, must be referenced; paraphrased and quoted material must have accompanying citations.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

Unit IV Article Critique

Choose a journal article from the CSU Online Library that deals with any of the material presented in the first four units of this course. The article itself must be more than one page in length. The EBSCO Database (Business Source Complete) is a good source of journals for safety related articles. If you have a specific area of interest that is covered later in the course, you may ask for professor approval.

Your Article Critique must be two to four pages in length, double spaced. All sources used, including the textbook, must be referenced; paraphrased and quoted material must have accompanying citations.

Some suggested topics include

- the organizational role of the safety professional,
- the "business" of safety,
- hazard avoidance models,
- current regulatory trends in occupational safety and health,

- the safety professional's role in disaster preparedness,
- workplace standards, and
- current occupational health issues.

The Article Critique must include the following components:

- a brief introduction to the article,
- a summary and analysis of the key points in the article,
- whether or not the article supports the concepts as presented in the textbook, and
- a summary of the article's conclusions and your own opinions.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

Unit V Article Critique

Lockout/Tagout

Choose a journal article from the CSU Online Library that addresses some aspect of lockout/tagout. The article itself must be more than one page in length. The EBSCO Database (Business Source Complete) is a good source of journals for safety related articles.

The Article Critique must include the following components:

- a brief introduction to the article,
- a summary and analysis of the key points in the article,
- whether or not the article supports the concepts as presented in the textbook, and
- a summary of the article's conclusions and your own opinions.

Your Article Critique must be at least one page in length, double spaced. All sources used, including the textbook, must be referenced; paraphrased and quoted material must have accompanying citations.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

Unit VII Case Study

Safety Plan

Consider the following scenario.

You are the safety and occupational health professional for your city's health department. You received a call from a major food-distribution warehouse about some employees who are complaining of dizziness and feeling sick.

The scene is a very large warehouse; a significant portion is refrigerated. The illnesses are being reported from a refrigerated section (about 40 degrees F), where workers are blister packing food products on a production line. The warehouse has 20 loading docks, two railroad car lines that end directly inside the warehouse (in close proximity to the production area), a dozen or so gas powered forklifts, and no sensors or environmental monitors of any kind except those associated with the refrigeration systems.

The warehouse manager is cooperative, but he points out that he is in the middle of contract negotiations with the union. He is also very proud of the fact that they have special seals on the loading dock doors and throughout the warehouse to keep the cold in and the heat out.

You cannot identify any discernible odors other than the exhaust from the forklifts when they move by you. There are four women waiting for you in the break room complaining of dizziness and lightheadedness. They are all comparing and complaining about their symptoms. There are 14 employees who work in this area of the warehouse: 12 women and 2 men.

Instructions:

Based on the given scenario, develop a plan of action that includes how you would conduct the investigation, how you would identify possible sources of the problem, and your opinion on the likely source.

Discuss the standards applicable to possible sources. Include several recommendations you would make to the manager to help solve the problem based on your research into documented best practices for similar situations. *Note:* You may make assumptions about the scenario in order to propose solutions (be certain to state your assumptions clearly).

Your Case Study must be four to six pages in length, double spaced. All sources used, including the textbook, must be referenced; paraphrased and quoted material must have accompanying citations.

Information about accessing the Blackboard Grading Rubric for this assignment is provided below.

APA Guidelines

CSU requires that students use APA style for papers and projects. Therefore, the APA rules for formatting, quoting, paraphrasing, citing, and listing of sources are to be followed. Students can find CSU's Citation Guide in the myCSU Student Portal by clicking on the "Citation Resources" link in the "Learning Resources" area of the myCSU Student Portal. This document includes examples and sample papers and provides information on how to contact the CSU Success Center.

Grading Rubrics

This course utilizes analytic grading rubrics as tools for your professor in assigning grades for all learning activities. Each rubric serves as a guide that communicates the expectations of the learning activity and describes the criteria for each level of achievement. In addition, a rubric is a reference tool that lists evaluation criteria and can help you organize your efforts to meet the requirements of that learning activity. It is imperative for you to familiarize yourself with these rubrics because these are the primary tools your professor uses for assessing learning activities.

Rubric categories include: (1) Assessment (Written Response) and (2) Assignment. However, it is possible that not all of the listed rubric types will be used in a single course (e.g., some courses may not have Assessments).

The Assessment (Written Response) rubric can be found embedded in a link within the directions for each Unit Assessment. However, these rubrics will only be used when written-response questions appear within the Assessment.

Each Assignment type (e.g., article critique, case study, research paper) will have its own rubric. The Assignment rubrics are built into Blackboard, allowing students to review them prior to beginning the Assignment and again once the Assignment has been scored. This rubric can be accessed via the Assignment link located within the unit where it is to be submitted. Students may also access the rubric through the course menu by selecting "Tools" and then "My Grades."

Again, it is vitally important for you to become familiar with these rubrics because their application to your Assessments and Assignments is the method by which your instructor assigns all grades.

Final Examination Guidelines

Final Exams are to be administered to students by an approved Proctor. CSU approves two, flexible proctoring options: a standard Proctor, who is chosen by the student and approved by the university, or Remote Proctor Now (RP Now), an on-demand, third-party testing service that proctors examinations for a small fee.

Students choosing RP Now must have an operational webcam/video with audio, a high-speed internet connection, and the appropriate system rights required to download and install software.

To review the complete Examination Proctor Policy, including a list of acceptable Proctors, Proctor responsibilities, Proctor approval procedures, and the Proctor Agreement Form, go to the myCSU Student Portal from the link below.

<http://mycsu.columbiasouthern.edu>

You are permitted four (4) hours to complete this exam in the presence of your approved Proctor. This is an open book exam. Only course textbooks, writing utensils, and a calculator, if necessary, are allowed when taking proctored exams. Other materials are not permitted unless specified in the examination instructions and only the sources identified in the instructions may be used as source material.

Communication Forums

These are non-graded discussion forums that allow you to communicate with your professor and other students. Participation in these discussion forums is encouraged, but not required. You can access these forums with the buttons in the Course Menu. Instructions for subscribing/unsubscribing to these forums are provided below.

Once you have completed Unit VIII, you MUST unsubscribe from the forum; otherwise, you will continue to receive e-mail updates from the forum. You will not be able to unsubscribe after your course end date.

[Click here for instructions on how to subscribe/unsubscribe and post to the Communication Forums.](#)

Ask the Professor

This communication forum provides you with an opportunity to ask your professor general or course content questions. Questions may focus on Blackboard locations of online course components, textbook or course content elaboration, additional guidance on assessment requirements, or general advice from other students.

Questions that are specific in nature, such as inquiries regarding assessment/assignment grades or personal accommodation requests, are NOT to be posted on this forum. If you have questions, comments, or concerns of a non-public nature, please feel free to email your professor. Responses to your post will be addressed or emailed by the professor within 48 hours.

Before posting, please ensure that you have read all relevant course documentation, including the syllabus, assessment/assignment instructions, faculty feedback, and other important information.

Student Break Room

This communication forum allows for casual conversation with your classmates. Communication on this forum should always maintain a standard of appropriateness and respect for your fellow classmates. This forum should NOT be used to share assessment answers.

Grading

Unit Assessments (6 @ 3.5%)	=	21%
Unit III Essay	=	14%
Unit IV Article Critique	=	10%
Unit V Article Critique	=	10%
Unit VII Case Study	=	30%
Unit VIII Final Exam	=	15%
Total	=	100%

Course Schedule/Checklist (PLEASE PRINT)

The following pages contain a printable Course Schedule to assist you through this course. By following this schedule, you will be assured that you will complete the course within the time allotted.

By following this schedule, you will be assured that you will complete the course within the time allotted. Please keep this schedule for reference as you progress through your course.

Unit I	Historical Aspects of Occupational Safety, Health, Introduction to OSHA and the Role of the Safety Professional
Review:	<input type="checkbox"/> Unit Study Guide <input type="checkbox"/> Learning Activities (Non-Graded): See Study Guide
Read:	<input type="checkbox"/> Chapter 1: Safety and Health Movement: An Overview <input type="checkbox"/> Chapter 4: Roles and Professional Certifications for Safety and Health Professionals <input type="checkbox"/> Chapter 5: The OSH Act, Standards and Liability <input type="checkbox"/> Suggested Reading: See Study Guide
Submit:	<input type="checkbox"/> Assessment
Notes/Goals:	

Unit II	Accident Theories, Effects of Workplace Accidents and Workers' Compensation
Review:	<input type="checkbox"/> Unit Study Guide <input type="checkbox"/> Learning Activities (Non-Graded): See Study Guide
Read:	<input type="checkbox"/> Chapter 2 : Accidents and Their Effects <input type="checkbox"/> Chapter 3: Theories of Accident Causation <input type="checkbox"/> Chapter 6: Workers' Compensation <input type="checkbox"/> Suggested Reading: See Study Guide
Submit:	<input type="checkbox"/> Assessment <input type="checkbox"/> Proctor Approval Form
Notes/Goals:	

Unit III	Accident Investigation, Reporting, Stress, and Safety
Review:	<input type="checkbox"/> Unit Study Guide <input type="checkbox"/> Learning Activities (Non-Graded): See Study Guide
Read:	<input type="checkbox"/> Chapter 7: Accident Investigation and Reporting <input type="checkbox"/> Chapter 9: Stress and Safety <input type="checkbox"/> Chapter 12: Hazards of Temperature Extremes <input type="checkbox"/> Suggested Reading: See Study Guide
Submit:	<input type="checkbox"/> Assessment <input type="checkbox"/> Essay
Notes/Goals:	

Unit IV	Hazards of Falls, Electrical, Fire, and Life Safety and the Basics of Personal Protective Equipment
Review:	<input type="checkbox"/> Unit Study Guide <input type="checkbox"/> Learning Activities (Non-Graded): See Study Guide
Read:	<input type="checkbox"/> Chapter 11: Falling, Impact, Acceleration, Lifting, and Vision Hazards with Appropriate PPE <input type="checkbox"/> Chapter 14: Electrical Hazards <input type="checkbox"/> Chapter 15: Fire Hazards and Life Safety <input type="checkbox"/> Suggested Reading: See Study Guide
Submit:	<input type="checkbox"/> Assessment <input type="checkbox"/> Article Critique
Notes/Goals:	

Unit V	Mechanical Hazards, Machine Safeguarding, and Pressure Hazards
Review:	<input type="checkbox"/> Unit Study Guide <input type="checkbox"/> Learning Activities (Non-Graded): See Study Guide
Read:	<input type="checkbox"/> Chapter 10: Mechanical Hazards and Machine Safeguarding <input type="checkbox"/> Chapter 13: Pressure Hazards <input type="checkbox"/> Suggested Reading: See Study Guide
Submit:	<input type="checkbox"/> Assessment <input type="checkbox"/> Article Critique
Notes/Goals:	

Unit VI	Industrial Hygiene, Confined Spaces, Noise, and Vibration Hazards
Review:	<input type="checkbox"/> Unit Study Guide <input type="checkbox"/> Learning Activities (Non-Graded): See Study Guide
Read:	<input type="checkbox"/> Chapter 16: Industrial Hygiene and Confined Spaces <input type="checkbox"/> Chapter 18: Noise and Vibration Hazards <input type="checkbox"/> Suggested Reading: See Study Guide
Submit:	<input type="checkbox"/> Assessment
Notes/Goals:	

Unit VII	Ergonomic Hazards and Bloodborne Pathogens
Review:	<input type="checkbox"/> Unit Study Guide <input type="checkbox"/> Learning Activities (Non-Graded): See Study Guide
Read:	<input type="checkbox"/> Chapter 8: Ergonomic Hazards: Musculoskeletal Disorders (MSDs) and Cumulative Trauma Disorders (CTDs) <input type="checkbox"/> Chapter 20: Bloodborne Pathogens in the Workplace <input type="checkbox"/> Suggested Reading: See Study Guide
Submit:	<input type="checkbox"/> Case Study <input type="checkbox"/> Request to take Final Exam
Notes/Goals:	

Unit VIII	Workplace Violence and Terrorism
Review:	<input type="checkbox"/> Unit Study Guide
Read:	<input type="checkbox"/> Chapter 17: Violence in the Workplace <input type="checkbox"/> Chapter 19: Preparing for Emergencies and Terrorism <input type="checkbox"/> Review All Previous Chapters for Final Exam <input type="checkbox"/> Suggested Reading: See Study Guide
Submit:	<input type="checkbox"/> Final Exam
Notes/Goals:	