



# NYS Public Employees Federation Health and Safety Department WORKSHOPS DESCRIPTIONS



*Main office: 1-800-342-4306, ext. 254 or 518-785-1900, ext. 254*

*Downstate office: 800-522-8700, ext. 511 or 212-227-3132*

The PEF Occupational Health & Safety Department offers a variety of informational and expert courses on safety and health topics as well as programs tailored to address job hazards at specific worksites. The following descriptions are some of the many training programs we offer. Please contact us to schedule a training that suits your needs.

## **1. Office Ergonomics Direct Training**

The Office Ergonomics course introduces important aspects of the early prevention of work-related musculoskeletal disorders, as well as the importance of ergonomic committees, medical management and rehabilitation of injured workers. Participants will gain an understanding of the basic concepts, principles and techniques of ergonomics including the impact of posture, occupational exposure, and work stress. Participants will also learn how to conduct an ergonomic evaluation on their own workstations.

## **2. Ergonomic Advisor Training**

The Ergonomic Advisor course includes the module on direct Office Ergonomics training as described above. Participants will engage in a more in-depth study of the principles and techniques of ergonomics, including early prevention of work-related musculoskeletal disorders, the importance of ergonomic committees, medical management, rehabilitation of injured workers and the design of workstations. In the second half of the program, participants will learn how to conduct ergonomic workstation evaluations using the knowledge and techniques learned throughout the training.

## **3. Emergency Preparedness and Response**

Every workplace in the United States has the potential for an emergency. Federal OSHA and NYS PESH regulations require employers to have a written emergency action plan. Using a case study, this workshop reviews these regulations and helps attendees find the strengths and weaknesses of their agencies' emergency action plan.

## **4. Hazard Mapping**

The most effective way to address worker injuries and illnesses is to eliminate or reduce the hazards that cause them. The first step is hazard identification. This workshop will provide participants with hands-on experience using the “hazard mapping” technique to identify and locate the hazards that are causing injuries, illnesses, and stress on the job.

## **5. Health & Safety Committees: Getting Results**

This workshop features interactive learning about successful partnerships for health and safety. Participants will assess the state of their health and safety committees and identify strategies for moving forward.

## **6. Indoor Air Quality**

Indoor environmental problems experienced by PEF members are often caused by a combination of problems such as the design, operation, or maintenance of building heating, ventilation, and air condition systems. Building, renovations, mold, and some specific contaminant generating activities can also deteriorate indoor air quality. This workshop will include an overview of IAQ, health effects, and how to prevent and mitigate indoor air quality problems.

## **7. Infection Control and Barrier Precautions Certification Training**

Participants receive the mandatory certification training required for licensure of healthcare professionals. Training sessions are conducted by PEF’s faculty of infection control certification trainers who have been approved by the State Education Department to deliver the PEF program in their facilities. Participants will receive a certificate of completion for their records.

## **8. Infection Control and Barrier Precautions Train-the-Trainer/Update**

This program is available to PEF’s faculty of Infection Control Certification Trainers. It consists of updated information on TB, Bloodborne Pathogens, HBV, HCV, needlestick prevention and post-exposure procedures. Information provided may also address emerging infectious diseases such as MRSA, pandemic influenza, and SARS. PEF infection control nurses and other appropriate management personnel will be provided with a complete set of updated training materials, as well as cutting edge information.

## **9. Influenza: Past, Present and Future**

The flu epidemic of 1918 resulted in 50 million fatalities worldwide. Seasonal flu programs are not routinely offered to all state workers who need them. Concern about Avian flu migrating into a virus that can be transmitted from person to person is growing. A panel featuring national and state experts will discuss these topics and how we can prepare for the next pandemic.

## **10. Public Employee Safety & Health Program (PEOSH) Rights/Responsibilities**

The PESH Act and how it affects PEF represented worksites will be reviewed. Topics include employer and employees' rights and responsibilities, and complaint, enforcement, penalty, and appeal procedures. An overview of the PESH consultation program will be provided. In addition, a discussion will be conducted regarding what PESH can and cannot enforce.

## **11. Resolving the H&S Impacts of Occupational Stress**

In this program, participants will explore and discuss strategies for resolving the significant negative health impacts of workplace stress caused by rapid and ongoing change, shiftwork, short staffing, downsizing, mandatory overtime, work overload, workplace conflict, and computerization.

## **12. Safe Patient Handling**

Manual lifting of patients is causing an epidemic of back injury among healthcare workers. This program will introduce the latest research and information on best practices in safe patient handling. Participants will learn about health effects and costs associated with manual patient handling, in addition to the legislative efforts to mandate safe patient handling in New York State and across the country. We also can facilitate focus groups of members to evaluate and identify ergonomic risk factors associated with patient handling practices at specific locations. Information from the focus groups may be used to document worker perceptions of the state of patient handling practices.

## **13. Tuberculosis (TB)/Bloodborne, and Infectious Disease Awareness Training**

Two training programs address bloodborne and TB. One program is for workers who have a risk of exposure to blood such as healthcare workers and parole officers. The other is an awareness program for workers who do not typically engage in job tasks that would expose them to blood, but work among high risk populations. Both programs cover bloodborne and TB basics, hepatitis B and C issues, needlestick injury prevention, routes of exposure, and post-exposure procedures.

## **14. Workers' Compensation**

This workshop provides an overview of the New York State workers' compensation law and recent reforms. The role, practices and procedures of the State Insurance Fund, the Workers' Compensation Board, healthcare providers, and attorneys will be reviewed. The benefits in the PEF collective bargaining agreement will also be discussed.

## 15. Workplace Violence Prevention

This program covers the new workplace violence prevention legislation including the key requirements, training components, how to conduct risk assessments, and program development. Site-specific programs include organizing a joint committee, analyzing injury data, and conducting worker and environmental surveys, facilitating focus groups, and reviewing policies and practices. The focus groups consist of small group discussions of staff to gain rich input about their experiences and perceptions of violence risk factors and solutions.

## 16. Various Workshops

Various Workshops include but are not limited to the training courses in the following areas: Asbestos Awareness, Confined Space Entry, Needlestick Injury Prevention, Right-to-Know, Steward Training, and more. For additional information, please contact our office at the numbers below and we will be happy to assist you with scheduling the training you need!

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*Upon request, the PEF Health & Safety Department will provide factsheets, standards, regulations, and other resources. Contact us at 518-785-1900, ext. 254 or 1-800-342-4306, ext. 254. Also, visit our webpage at [www.pef.org](http://www.pef.org).*

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