



## PROGRAM DESCRIPTIONS Fall 2012

### **Course # 1 – WHSC Level 1 Health & Safety**

Level I embrace's an entire gamut of health and safety issues by focussing on hazard recognition and the rights and responsibilities of the workplace parties, as prescribed by existing legislation. This 30-hour core program consists of seven modules that identify the respective roles of the workplace parties - management, government and labour regarding health and safety; explains current health and safety legislation, provincial or federal; discusses how the body functions and the damaging effect hazards have on it; features carcinogens, and how to recognize them and toxic substances, as well as their sources.

### **Course # 2 – Level II Health & Safety Committees (Provincial)**

Graduates of Level 2 Committees program will be better equipped to ensure meaningful worker participation and full employer responsibility for the identification and elimination of workplace hazards. Building on knowledge gained in Level 1 labour education program this advanced level training program is jam-packed with participant discussions, skill developing exercises and practical tools worker Safety and Health Committee members need to carry out their considerable roles and responsibilities.

### **Course # 3 – Level II Law (Federal)**

Drawing on lessons from past successes, Level 2 Law participants learn how workers won health and safety rights and what needs to be done in the workplace to enforce these rights. Participants take an in-dept look at how health & safety laws and regulations have been interpreted and used to safeguard worker health and safety.

### **Course # 4 – OFL-ODRT WCB Program Level 1 & 2**

**WSIB Rights & Obligations (Level 1)** an introductory course that provides an overview of Ontario's compensation system. Participants will learn about the history and evolution of workers' compensation. Parts of the Workplace Safety and Insurance Act will be reviewed to give a clear understanding of what workers and employers are covered mandatorily under the compensation scheme. There will be detailed discussion regarding the legal definition of accident as well understanding what injuries are considered work-related. The Board's legal tests that are applied in decision-making will be examined. Participants will review the statutory obligations of both workers and employers mandated by the Workplace Safety and Insurance Act. They will also learn what rights are provided by the legislation. Also included will be a review of Early and Safe Return to Work, the re-employment obligation and insight into the operations of the WSIB. Hands on experience interpreting and completing Board forms are included.

**WSIB Benefits & Representation (Level 2)** this course provides participants with the knowledge of the benefits and services available and how to properly conduct themselves as representatives in the workers' compensation system. Benefits and services will be explained in detail, including NEL, FEL, LOE, LMR and PPD. Participants will be shown how the Board calculates injured workers' benefits. Short term and long term calculations will be explained so that participants understand what and when monetary items such as overtime are included in the worker's earnings basis. Legislative and policy changes including Bills 162, 165, 15 and 99 will be discussed. Participants will gain an appreciation of the Board's Service Delivery Model which will foster better interaction techniques. Participants will learn how to examine claim files and master the art of communication with physicians and Board staff. Hands on experience will be received through a series of exercises using a Board file.

### **Course # 5 – WHSC Stress Awareness Program**

The Centre's comprehensive stress awareness program equips workers with the skills to identify workplaces stressors; understand how stress affects workers' minds and bodies; develop strategies for the solution or reduction of stress; and draw on tactics to remain healthy while continuing the push for healthier workplaces.

### **Course # 6 - ODRT/OFL WCB- Level IV Return To Work Program**

This 30 hour course is for those who work as or desire to work as Return to Work Specialists. The course focuses on the process of helping injured workers return to work as quickly and safely as possible, with dignity and job security. Topics include: identifying and overcoming barriers in the RTW process, determining essential duties, identifying and offering short term and long term suitable work, how to develop accommodation and job restructuring plans, worker obligations, disability related legal principles including the duty to accommodate, the employers' obligation under legislation, contract language, RTW committees, Labour Market Re-entry services and RTW mediation. Graduates of this course will be prepared to immediately impact on re-employment at their individual workplaces. Their contributions can result in significant cost savings for the employer and the Board alike... Pre-requisites are Level I and II ODRT courses or equivalency.

**Check our web page for more information:** <http://laboureducation.webs.com/index.htm>

- *view and print registration forms*
- *find details about the school and schedules*
- *resort information and location,*
- *confirm you are registered to attend*