



UNIVERSITY OF  
**TEXAS**  
ARLINGTON

# **UT Arlington Authorized Safety and Health Trainer Program Procedures**

**Revised January 2018**

The University of Texas at Arlington  
Box 19197, 140 W. Mitchell Street,  
Arlington, TX 76019  
866-906-9190  
[outreach@uta.edu](mailto:outreach@uta.edu)  
[www.uta.edu/ded](http://www.uta.edu/ded)



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- I. **UT Arlington Authorized Safety and Health Trainer Program Requirements.** Requirements for trainers authorized through the UT Arlington Authorized Trainer Program are contained in the following two documents:
- A. **UT Arlington Authorized Safety and Health Trainer Program Requirements.** This covers the requirements for UT Arlington Authorized Trainers in all UT Arlington Authorized Trainer Programs.
  - B. **UT Arlington Authorized Safety and Health Trainer Program Procedures.** These procedures contain requirements for the specific designations under the UT Arlington Authorized Safety and Health Trainer Program, including Bloodborne Pathogens, Confined Space, Cranes and Rigging, Electrical, Excavation, Fall Protection, Hazard Communication/Global Harmonization System (GHS), Healthcare, Hydrogen Sulfide (H<sub>2</sub>S), Material Handling, Personal Protective Equipment (PPE), Respiratory Protection, Scaffolding, and Silica.
- II. **UT Arlington Authorized Safety and Health Trainer Program Summary.**
- A. **Program Purpose.** The UT Arlington Authorized Safety and Health Trainer Program is designed for personnel interested in teaching a range of safety topics. Individuals who meet the requirements of this program may be approved to teach four (4) to eight (8) hours of a designated training topic and issue participant completion cards to those that qualify. This training does not satisfy the training requirements found in any OSHA Standards and does not create competent persons.
  - B. **Voluntary Program.** The UT Arlington Authorized Safety and Health Trainer Program is a voluntary program through which authorized trainers teach occupational safety and health, hazard recognition, and prevention in an effort to promote workplace safety and health.
  - C. **UT Arlington Authorized Safety and Health Trainer Program Procedures.** These procedures provide instructions for UT Arlington Authorized Trainers. The procedures are designed to ensure consistency of classes and that the participants receive the best possible training.
- III. **UT Arlington Authorized Safety and Health Trainer Designation.**
- A. **Becoming an UT Arlington Authorized Safety and Health Trainer.** To attend the ATP 191 *Safety and Health Authorized Trainer* and become a UT Arlington Authorized Safety and Health Trainer, a person must meet the following training and experience prerequisites:
    - 1. Three (3) years of safety and health experience, including experience training others, **or**
    - 2. Be a current authorized Outreach Trainer
  - B. **Update Requirement.** Trainers are required to attend and complete the ATP 190 *UTA Authorized Safety and Health Trainer Update*, the ATP 1900 *Online UTA Authorized Safety and Health Trainer Update*, or retake the ATP 191 *Safety and Health Authorized Trainer* course every three (3) years. If a trainer's authorization has expired, the trainer has a 90-day grace period after their expiration date to attend an Update. The 90-day

grace period is designed to allow for unexpected circumstances like course cancellations, illness, and other unavoidable obligations such as jury duty. After the grace period, a trainer's authorization may only be reinstated by retaking the ATP 191. During the grace period the trainer will be unable to conduct training and receive student completion cards.

#### **IV. UT Arlington Authorized Safety and Health Trainer Program Procedures.**

This section contains information on the procedures for conducting UT Arlington Authorized Safety and Health Trainer Program training classes. Trainers are responsible for understanding these procedures when planning and conducting their classes. Student completion cards in the UT Arlington Authorized Safety and Health Trainer Program do not expire.

##### **A. Designated Training Topics.**

###### **1. Bloodborne Pathogens | Minimum: 4 hours**

- a) Intro to Bloodborne Pathogens
- b) OSHA's Bloodborne Pathogens Standard
- c) Key Provisions of the Standard
- d) Types of Bloodborne Pathogens
- e) Risks and Good Work Practices
- f) Exposure Control
- g) Written Exposure Control Plan
- h) Training
- i) Summary/Review

###### **2. Confined Space | Minimum: 8 hours**

- a) Definitions
- b) Hazards
- c) Key Provisions of the Standard
- d) Risks and Good Work Practices
- e) Written Control Plan
- f) Atmospheric Monitoring and Making Safe Entry
- g) Entry Permits
- h) Training
- i) Summary/Review

### **3. Cranes and Rigging | Minimum: 8 hours**

#### **Cranes**

- a) Hazard Identification and Common Causes of Crane Accidents
- b) Types and Components of Cranes
- c) OSHA Standards and Directives
- d) Roles and Responsibilities of Lifting Personnel
- e) Maintenance, Inspection, and Certification Requirements
- f) Load Capacities, Limits, and Lifting Principles
- g) Assembly/Disassembly Activities
- h) Hand Signals
- i) Preventative Measures
- j) Summary/Review

#### **Rigging**

- a) Hazard Identification and Common Causes of rigging accidents
- b) OSHA Standards and Directives
- c) Types of Rigging Equipment
- d) Loads, Limits, and Lifting Principles
- e) Safety Operating Practices (1910.184)
- f) Understanding Hand Signals
- g) Summary/Review

### **4. Electrical | Minimum: 8 hours**

- a) Hazard Identification and Common Causes of Shock and Electrocution
- b) Overhead Power Lines
- c) GFCI Protection
- d) Safety Requirements
- e) Roles and Responsibilities of the Qualified Person
- f) Summary/Review

**5. Excavation | Minimum: 8 hours**

- a) Overview – Scope, Application, and Definitions
- b) Soil Mechanics
- c) General Requirements of the Standard
- d) Soil Classification
- e) Protective Systems
- f) Engineered Systems
- g) Summary/Review

**6. Fall Protection | Minimum: 8 hours**

- a) Intro to Fall Protection and Standards
- b) Fall Prevention and Fall Protection
- c) Fall Distance
- d) Types Of Fall Protection Equipment
- e) Fall Arrest Systems
- f) Positioning Systems
- g) Suspension Systems
- h) Other Fall Prevention Types
- i) Risks and Good Work Practices
- j) Inspecting Equipment
- k) Training
- l) Summary/Review

**7. Hazard Communication/Global Harmonization System (GHS) | Minimum: 4 hours**

- a) What is GHS?
- b) GHS Guiding Principles
- c) Hazard Communications Standard
- d) Health Hazards
- e) Physical Hazards
- f) HAZCOM Tools
- g) Safety Data Sheets
- h) Summary/Review

**8. Healthcare | Minimum: 4 hours**

- a) Intro to Safety and Health Issues for Healthcare
- b) Safety and Health Hazards
- c) Infectious Diseases
- d) Safe Patient Handling
- e) Workplace Violence
- f) Other Hazards
- g) Standards of Enforcement
- h) Summary/Review

**9. Hydrogen Sulfide (H<sub>2</sub>S) | Minimum: 4 hours**

Note: H<sub>2</sub>S trainers are required to conduct a minimum of two (2) H<sub>2</sub>S training classes each year.

- a) What is H<sub>2</sub>S?
- b) Common Industrial Sites
- c) Physical and Chemical Properties of H<sub>2</sub>S
- d) Concentrations/Toxic Levels
- e) H<sub>2</sub>S Effects on Individuals
- f) Detection and Monitoring
- g) Contingency and Emergency Action Plans
- h) Personal Protective Equipment
- i) Rescue, First Aid Techniques, and Post Exposure Evaluation
- j) Summary/Review/Exam

**10. Material Handling | Minimum: 4 hours**

- a) Hazard Identification and Common Causes of Incidents
- b) Use of Mechanical Equipment
- c) Manual Handling
- d) Hazards and Hazard Controls
- e) Summary/Review



**11. Personal Protective Equipment (PPE) | Minimum: 4 hours**

- a) Introduction and Objectives
- b) PPE Program
- c) Eye Hazards
- d) Head Protection
- e) Hearing Protection
- f) Foot Protection
- g) Hand Protection
- h) Body Protection
- i) Summary/Review

**12. Respiratory Protection | Minimum: 8 hours**

- a) Introduction to Respiratory Protection and Objectives
- b) Respiratory Hazards and Diseases Caused by those Hazards
- c) General Requirements of the Standard
- d) Respiratory Protection Selection
- e) Summary/Review

**13. Scaffolding | Minimum: 8 hours**

- a) Hazard Identification and Common Causes of Scaffold Collapse
- b) Types and Components of Scaffolds
- c) OSHA Standards and Directives
- d) Roles and Responsibilities of “Competent Person”
- e) Assembly/Disassembly Activities
- f) Ladders, Stairs, and Other Structures
- g) Fall Protection Equipment
- h) Summary/Review

**14. Silica | Minimum: 4 hours**

- a) What is Silica?
- b) Health Hazards of Silica
- c) Human Exposure Limits
- d) OSHA Requirements
- e) Monitoring
- f) Control Measures
- g) Respiratory Protection
- h) Summary/Review

**B. Reporting Training Classes.**

1. All classes must be reported within 30 days of completion of the training session.
2. When planning and reporting the class, ensure coverage of the required topics.
3. Participants should print their name legibly and provide a signature.
4. Trainers are responsible for collecting their participants' mailing addresses for the purpose of contacting participants and forwarding their participant cards.
5. Classes must be entered through the UT Arlington Authorized Trainer Outreach Portal.
6. Cards will be mailed to the trainer once the report is approved and payment is confirmed.
7. See the UT Arlington Authorized Trainer Requirements for further information on obtaining participant completion cards.