



# TRAINING OUTLINE

**COURSE TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **INSTRUCTOR:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_ **TIME:** \_\_\_\_\_ **COMPANY:** \_\_\_\_\_

*Safety training was conducted on the above date by the instructor indicated. The following line items identify the topics covered during the training session.*

## SUMMARY OF TRAINING

### 1) Introduction

- a) Standards
- b) Why Training

### 2) General

- a) Musculoskeletal Disorders
- b) Risk Factors
- c) Hierarchy of Controls

### 3) Floor & Ground Level Work

- a) Injuries & Disorders
- b) Bursitis
- c) Controls
- d) Engineering Controls
- e) Administrative Controls
- f) Stretches
- g) PPE

### 4) Overhead

- a) Injuries & Disorders
- b) Bursitis & Tendinitis
- c) Rotator Cuff Tear
- d) Neck Sprain
- e) Tension Neck Syndrome
- f) Controls
- g) Elimination & Substitution
- h) Engineering Controls
- i) Administrative Controls
- j) Stretches

### 5) Lifting, Holding, & Handling Materials

- a) Injuries & Disorders
- b) Herniated Disc
- c) Tension Neck Syndrome



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- d) Bursitis & Tendonitis
- e) Hand Injuries
- f) Controls
- g) Elimination & Substitution
- h) Engineering Controls
- i) Administrative Controls
- j) Lifting
- k) Lifting a Box
- l) Golfer's Lift
- m) Long, Heavy Objects
- n) Rolling an Object into a Lift
- o) Carrying
- p) Pushing & Pulling
- q) Stretching
- r) PPE

## 6) Hand-Intensive

- a) Injuries & Disorders
- b) Tendonitis
- c) Carpal Tunnel Syndrome
- d) Trigger Finger
- e) Epicondylitis
- f) Hand-Arm Vibration Syndrome
- g) Controls
- h) Elimination & Substitution
- i) Administrative Controls
- j) Stretches
- k) PPE

## 7) Conclusion