



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) Definition
- b) Impact
- c) Benefits of Ergonomics
- d) Standards
- e) Why Training

2) General

- a) Musculoskeletal Disorders
- b) Early Signs and Symptoms
- c) Risk Factors
- d) Force
- e) Repetition
- f) Vibration
- g) Localized Pressure
- h) Cold Temperatures
- i) Posture
- j) Hierarchy of Controls
- k) Elimination & Substitution
- l) Engineering Controls
- m) Administrative Controls
- n) PPE
- o) Anatomy

3) Head & Neck

- a) Causes
- b) MSDs of the Neck
- c) Tension Neck Syndrome
- d) Cervical Disc Disease
- e) Prevention
- f) Stretching
- g) Rotation



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- h) Side Bend
- i) Eye Strain
- j) Prevention

4) Shoulders, Arms, Hands

- a) MSDs of the Shoulders & Arms
- b) Carpal Tunnel Syndrome
- c) Trigger Finger
- d) Tendonitis
- e) Prevention
- f) Stretches: Arms, Hands, Wrists
- g) Hands
- h) Wrist
- i) Forearms
- j) Shoulders

5) Back

- a) MSDs of the Back
- b) Muscle Strains & Low Back Injury
- c) Cervical Radiculopathy
- d) Spondylolisthesis
- e) Prevention
- f) Lifting
- g) Power Lifting
- h) Weak Lifting
- i) Carrying
- j) Pushing & Pulling
- k) Stretches: Back

6) Legs & Feet

- a) MSDs of the Legs & Feet
- b) Blood Clots
- c) Plantar Fasciitis
- d) Joint Injuries
- e) Muscular Fatigue
- f) Osteoarthritis
- g) Prevention
- h) PPE (Shoes)
- i) Stretches
- j) Ankles
- k) Quadriceps



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I) Hamstrings

7) Conclusion