## Information on Safety Training Courses

### Aerial Lift

**Part 1 of the Aerial lift training** must be delivered by a recognized 3rd party provider. Aerial lift training is needed for anyone who operates, supervises or works in the vicinity of aerial lifts.

An aerial lift is a necessary piece of equipment for many situations. While these types of machinery make jobs easier, they can also present safety problems. This course explores a wide variety of elevated work platforms, teaching you how to stay safe on the job. You will qualify to operate an aerial lift after successfully completing all the quizzes, final exam, and hands-on practical evaluation.

**Part 2 of the aerial lift training** is taken online. This course is designed for anyone who works on or around elevated work platforms. The course will touch on the safe operation of self-propelled elevated work platforms and self-propelled boom supported elevated work platforms. The course must be taken once Part 1 is completed and every 3 years as a refresher.

E-mail [health.safety@uregina.ca](mailto:health.safety@uregina.ca) to request training.

- **Length of Time**: 2 days
- **Expiry Date**: 3 years
- **Applicable Audience**: faculty, staff, students, volunteers

### Aerial Lift Refresher Course

Safety training for anyone who works at heights greater than 3 metres on campus.

Note that Initial training must be done by a certified 3rd party trainer (2 days). Please contact Health, Safety & Environment to arrange this.

Part 1 of this refresher training course is online and will focus on the safe operation of self-propelled elevated work platforms and self-propelled boom supported elevated work platforms.

Click [HERE](http://www.uregina.ca) to register.

Part 2 is the practical component / classroom training. To registration contact the Industrial/Construction Safety Consultant, [curtis.koskie@uregina.ca](mailto:curtis.koskie@uregina.ca)

- **Length of Time**: 16 hours – to be determined based on experience & certification
- **Expiry Date**: 3 years
- **Applicable Audience**: faculty, staff
<table>
<thead>
<tr>
<th>Training Module</th>
<th>Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                imei</th>
<th>Why do you need to complete this training module?</th>
<th>Length of Time: 1 hour</th>
<th>Expiry Date: 3 years</th>
<th>Applicable Audience: faculty, staff, students</th>
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<tbody>
<tr>
<td><strong>Animal &amp; Zoonotic Disease Awareness Training</strong></td>
<td>This training module is for anyone involved with University activities (on or off campus) that may include use, handling, storage or disposal of animals. This training module supplements the Animal Care Training Program offered by the Office of Research Services. Why do you need to complete this training module? To make you aware about human safety requirements that are identified in the Canadian Council on Animal Care Guidelines: <a href="http://www.ccac.ca">http://www.ccac.ca</a> Click HERE to register.</td>
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<td><a href="http://www.ccac.ca">http://www.ccac.ca</a></td>
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<tr>
<td><strong>Autoclave Safety</strong></td>
<td>This specialized site-specific training is for anyone who requires the use of an autoclave to decontaminate or sterilize research materials. Facilitated by the Faculty of Science. Click HERE to register.</td>
<td></td>
<td>½ hour</td>
<td>3 years</td>
<td>faculty, staff, students, volunteers</td>
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<tr>
<td><strong>BioMedical Safety Training</strong></td>
<td>This online training module is for personnel involved in research &amp; teaching activities on &amp; off campus that involve the use of human biological materials (e.g., human salvia, urine, blood, tears, etc). Why do we have to complete this training module? The UofR has an obligation to meet and exceed legal and moral requirements. We want you to feel comfortable &amp; confident completing your studies and research projects at the University of Regina. Click HERE to register.</td>
<td></td>
<td>1 hour</td>
<td>1 year</td>
<td>faculty, staff, students</td>
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**Biosafety Level 1**
This 2-part training course is for anyone who works unsupervised with biological substances in a University laboratory.

Part 1 online training is a general course for those working with Risk Group 1 biological substances. Training covers material such as: your rights & responsibilities, the UR Biosafety Program, Risk Group 1 handling, decontamination & waste procedures, and spill response & emergency procedures. Click [HERE](#) to register.

Part 2 classroom training complements the online training material. Click [HERE](#) to register.

Prerequisite: Chemical & Laboratory Safety Training

**Length of Time:** 1 hour

**Expiry Date:** 3 years

**Applicable Audience:** faculty, staff, students, volunteers

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**Biosafety Level 2**
This 2-part training course is for anyone who works unsupervised with infectious biological substances and/or toxins in a University laboratory.

Part 1 online training is a specialized course for those working with Risk Group 2 biological substances. This course covers Biosafety Level 1 Online training with an additional emphasis on Risk Group 2 handling, decontamination & waste procedures, biohazardous spill response & emergency procedures, and Biosecurity. Click [HERE](#) to register.

Part 2 classroom training complements the online training material. Click [HERE](#) to register.

Prerequisite: Chemical & Laboratory Safety Training

**Length of Time:** 1 hour

**Expiry Date:** 3 years

**Applicable Audience:** faculty, staff, students, volunteers

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**Chemical and Laboratory Safety (CLS)**
This 2-part training course is for anyone who works unsupervised with chemicals and equipment in a University laboratory.

Part 1 online training provides participants with an understanding of the Chemical and Laboratory Safety Program, basic laboratory safety, laboratory waste procedures, personal protective equipment, WHMIS and Fire Safety. Click [HERE](#) to register

Part 2 classroom training complements the online Part 1: CLS Training material. All participants will take part in numerous hands-on activities including hands-on fire extinguisher training. Click [HERE](#) to register.

**Length of Time:** 3 hours for the classroom training

**Expiry Date:** 3 years

**Applicable Audience:** faculty, staff, students, volunteers
| Confined Space Entry and Rescue Safety | Safety training course for anyone who enters confined spaces (spaces not normally intended for human occupancy).  
Part 1 of the training must be delivered by a recognized 3rd party provider.  
This program is designed for anyone who enters confined spaces. This course is designed to provide participants with the necessary knowledge regarding confined space requirements under the Occupational Health and Safety Act, and will be able to recognize confined spaces, describe the major hazards, identify controls and ultimately provide the user with the ability to conduct a confined space procedure safely.  
E-mail health.safety@uregina.ca to request training.  
Length of Time:  8 hours  
Expiry Date:  3 years  
Applicable Audience:  faculty, staff, students, volunteers  
Part 2 Online refresher training will provide participants with the information needed to understand the potential hazards of working in these spaces and the elements necessary to control those hazards prior to entry. Click HERE to register. |

| Emergency Warden Training | Emergency Wardens make a significant contribution (in a timely matter) to the safety of their environment and provide direction to the building occupants in the event of a fire or other emergency.  
Part 1 of the training in an online course for all new and existing Emergency Wardens which includes ENS/Alertus information.  
Part 2 online Fire Safety 101 training in UR Courses.  
Part 3 is classroom extinguisher training that will provide participants with the knowledge of when to use a fire extinguisher, what type of extinguisher to use for different types of fires, and hands on practice with a fire extinguisher simulator. All participants will take part in hands-on fire extinguisher training.  
Click HERE to register.  
Length of Time:  2 hours  
Expiry Date:  3 years  
Applicable Audience:  faculty, staff |
| **Fall Protection** | **Part 1 of the training** must be delivered by a recognized 3rd party provider. The comprehensive fall protection course will cover effective and interactive ways to keep you and your colleges up-to-date with fall protection training requirements needed to ensure the safety of all individuals working at heights.

Nearly 20% of all lost time injuries can be attributed to falls in the workplace. The majority of falls occur on the same level, while others involve falls to a lower level. The latter usually resulting in more serious injuries or death. Falls are preventable with the correct training.

E-mail health.safety@uregina.ca to request training.

**Length of Time:** 7 hours  
**Expiry Date:** 3 years  
**Applicable Audience:** faculty, staff, students |
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| **Fall Protection Refresher Course** | Safety training course for anyone who works at heights greater than 3 metres on campus.

Initial training must be done by a certified 3rd party trainer. Contact health.safety@uregina.ca to arrange this.

Online Refresher training provides participants with an understanding of their responsibilities when working in areas where fall hazards exist, the use of and inspection of the required equipment, and the critical controls necessary to reduce the risk of a fall. Click HERE to register.

**Length of Time:** 1 hour  
**Expiry Date:** 3 years  
**Applicable Audience:** faculty, staff |
| **Fire Extinguisher Training** | Part 1 online Fire Safety 101 training in UR Courses. Click HERE to register.

Part 2 is classroom extinguisher training that will provide participants with the knowledge of when to use a fire extinguisher, what type of extinguisher to use for different types of fires, and hands on practice with a fire extinguisher simulator. Click HERE to register.

**Length of Time:** 2 hours  
**Expiry Date:** none  
**Applicable Audience:** faculty, staff, students |
| **Fire Safety 101** | This online training is a Prerequisite for those who want to take Fire Extinguisher Training and for those who are being trained as a Residence Assistant and as an Emergency Warden. This training can also be used as basic fire awareness for those interested. It will provide participants with a basic understanding of Fire Safety including the Fire Triangle, Fire Extinguishers and their use/inspection, Fire Prevention and Emergency Evacuation and Procedures. Click [HERE](#) to register.  
**Length of Time:** 45 minutes  
**Expiry Date:** none  
**Applicable Audience:** faculty, staff, students |
| **First Aid - Standard** | J&T Consulting has been engaged to provide preferred pricing for all U of R students, faculty and staff for both Standard, and Wilderness First Aid training. All First Aid courses include CPR C with Automated External Defibrillator training. Courses will take place at J & T`s facility. You can view course descriptions, plus review available dates and times on their website: [http://www.jandtfirstaid.ca/schedule.htm](http://www.jandtfirstaid.ca/schedule.htm)  
To register for a course, please visit: [http://www.jandtfirstaid.ca/registration.htm](http://www.jandtfirstaid.ca/registration.htm) for information. In order to qualify for the preferred rates, you must mention that you are an employee or student of the University of Regina.  
**Length of Time:** 16 hours  
**Expiry Date:** 3 years  
**Applicable Audience:** faculty, staff, students |
| **H₂S Awareness Training** | This online training course provides the participant with the information required to properly recognize, assess and control hazards associated with H₂S gas. Participants will be introduced to the properties of H₂S gas, the health hazards associated with exposure, detection and monitoring methods and acceptable exposure limits. Click [HERE](#) to register.  
**Length of Time:** 1 hour  
**Expiry Date:** 3 years  
**Applicable Audience:** faculty, staff, students |
| Incident Command System Training | This specialized classroom training is for Deans, Directors, Faculty Administrations who are responsible for writing Unit Emergency Response Plans, and appropriate Faculty and Staff. Training will provide participants with the basic concepts of the Incident Command System and how it operates at the University of Regina. Training includes a "tabletop" scenario where participants are able to practice the concepts they have learned. Training to be arranged with the Emergency Planning Consultant.  
**Length of Time:** 3.5 hours  
**Expiry Date:** 5 years  
**Applicable Audience:** Deans, Directors, Faculty Administrators (responsible for writing Unit Emergency Response Plans), faculty, staff |
|---------------------------------| This online or classroom training course is designed for those who may be involved with activities at the University that may potentially be exposed to human or animal blood and body fluids. The training is specific according to employment groups/study or research duties. For online training click [HERE](#) to register. Classroom training can be arranged on a case-by-case basis by contacting the Radiation & Biological Safety Consultant.  
**Length of Time:** 1 hour  
**Expiry Date:** none  
**Applicable Audience:** faculty, staff, students, volunteers |
| Laboratory Safety for Facilities Management & Contractors (FM Lab Safety) | This online or classroom training course is for FM staff & contractors who enter University laboratories where hazardous materials and equipment is used and stored. This course provides participants with chemical, radiation, biohazard, and equipment awareness. Click [HERE](#) to register for online training. Classroom training can be arranged on a case-by-case basis by contacting health.safety@uregina.ca  
**Length of Time:** ¾ hour  
**Expiry Date:** 3 years  
**Applicable Audience:** FM staff, contractors |
Ladder Safety

This is online training in UR Courses.

Provinces across Canada regulate the use of ladders in all workplaces because the improper use of a ladder could cause significant injuries. Anyone who uses a ladder must take this course to ensure their own personal safety.

The training complies with all necessary regulations and is produced in order to accommodate various learning styles filled with graphics and videos to make it easy to understand, memorable, and accurate. At the conclusion of the training session participants will:

- Understand the different applications of ladders and the importance of proper selection.
- Know how to safety setup and use a ladder.
- Know how to inspect, store, maintain and properly care for ladders.
- Understand safe methods of climbing and descending ladders.
- Know how to identify hazards associated with ladder use.
- Be able to recommend hazard controls for the safe use of ladders in the workplace.

Click HERE to register.

Length of Time: 1 hour

Expiry Date: 3 years

Applicable Audience: faculty, staff & students who use ladders on campus.

Ladder Safety Practical

This practical hands-on workshop is offered by the Industrial Safety Advisor (HSW). If participants still do not feel competent after completing the online training course, upon request HSW will conduct a short lesson re-iterating the importance of ladder safety.

To request training e-mail health.safety@uregina.ca

Length of Time: 45 minutes

Expiry Date: none

Applicable Audience: faculty, staff & students who use ladders on campus.
| **Lockout-Tagout Safety** | Two-part training course is for anyone who works with stored energy equipment on campus.  
Part 1 online training is designed to ensure participants understand the hazards associated with uncontrolled energy and the proper methods of controlling that energy through a properly developed and implemented lockout program. Click [HERE](#) to register.  
Part 2 classroom training complements the online material. For registration contact the Industrial Safety Consultant, curtis.koskie@uregina.ca  
**Length of Time:** 2 hours  
**Expiry Date:** 3 years  
**Applicable Audience:** faculty, staff |
| **Office Ergonomics** | This online training is for anyone who spends significant periods of time at a desk.  
This training will provide participants with the information needed to identify the risk factors associated with poor ergonomics positioning but more importantly the controls necessary to prevent musculoskeletal disorders from occurring. Click [HERE](#) to register.  
**Length of Time:** 45 minutes  
**Expiry Date:** none  
**Applicable Audience:** faculty, staff, students |
| **Radiation Safety for Consumable Source** | This 2-part training course is for anyone who works unsupervised with open-source radioactive materials in a University laboratory.  
Part 1 online training is for users of consumable radioactive materials. This training provides participants with an understanding of the Radiation Safety Program, laboratory safety, laboratory waste procedures, personal protective equipment, and more. Click [HERE](#) to register.  
Part 2 is classroom training. Most of the class will be located in a commissioned radiation laboratory. Be prepared by bringing a lab coat, safety goggles, and closed-toe shoes. A final exam will be written in the classroom. Click [HERE](#) to register.  
**Length of Time:** 4 hours  
**Expiry Date:** 3 years  
**Applicable Audience:** faculty, staff, students who work unsupervised with open-source radioactive materials in a U of R lab. |
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Description</th>
<th>Length of Time</th>
<th>Expiry Date</th>
<th>Applicable Audience</th>
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<tbody>
<tr>
<td><strong>Radiation Safety for Sealed Source Users</strong></td>
<td>This online training course is for users of radioactive sealed sources and sealed sources in devices, such as electron capture detectors. Online training will provide very basic safety information to users and this training is also used as an online Radiation Safety Awareness training. Click <a href="#">HERE</a> to register.</td>
<td>1/2 hour</td>
<td>3 years</td>
<td>faculty, staff, students, volunteers</td>
</tr>
<tr>
<td><strong>Residence Assistant Emergency Warden Training</strong></td>
<td>This specialized classroom training is for designated University of Regina Student Residence Assistants only. All participants will take part in hands-on fire extinguisher training. Training to be arranged with the Emergency Planning Consultant.</td>
<td>3 hours</td>
<td>none</td>
<td>student residence assistant</td>
</tr>
<tr>
<td><strong>Respiratory Protection Program: Fit Test</strong></td>
<td>If you require the use of a respirator for duties on campus, you will need to be fit-tested! This specialized classroom training involves selecting the correct size and type of respirator for each participant and ensuring that he/she knows how to use it and maintain it correctly. No facial hair; do NOT eat, drink, smoke, or chew gum 30 minutes before the respirator fit-test. Pregnant women will not be fit-tested without a doctor’s note. To request a Fit Test, e-mail <a href="mailto:health.safety@uregina.ca">health.safety@uregina.ca</a></td>
<td>2 hours</td>
<td>3 years</td>
<td>faculty, staff, students</td>
</tr>
<tr>
<td><strong>Scaffold Safety</strong></td>
<td>This Saskatchewan Construction Safety Association training is designed for any worker who may work on, or around scaffolds, or who may be required to assist in the erection of tube and clamp or system scaffold. Training must be done by a certified 3rd party trainer. Please contact <a href="mailto:health.safety@uregina.ca">health.safety@uregina.ca</a> to help arrange this training.</td>
<td>1 day</td>
<td></td>
<td>faculty, staff</td>
</tr>
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| Safe Moving And Repositioning Techniques (SMART) | SMART is an injury prevention program designed to promote safe work practices and healthy lifestyles for anyone associated with materials handling. This training is a hands-on workshop.  
To request training e-mail health.safety@uregina.ca  
**Length of Time:** 4 hours  
**Expiry Date:** 5 years  
**Applicable Audience:** staff |
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| Teaching Assistant Training | This online training is for TAs because you are now responsible for activities at the University (on or off campus) that are higher-risk and require additional training and awareness.  
Module 1 Introduction for TA/Supervisor Safety Training (all TAs must complete this training module)  
Module 2 Laboratory TA/Supervisor Training. TAs who will be assisting facilitating and supervising in web laboratories (chemical, biological, animal) must complete this training.  
Module 3 Field Trip & Off Campus Trip Safety Training. TAs who will be assistant, facilitating and supervising activities off campus and/or in the field must complete this training.  
Click [HERE](#) to register.  
**Length of Time:** 45 minutes  
**Expiry Date:** none  
**Applicable Audience:** TAs, Supervisors |
| Transportation of Dangerous Goods | This online training teaches participates about the regulations of handling, offering for transport, or transporting dangerous goods, as well for people who respond to emergencies involving dangerous goods. Click [HERE](#) to register.  
**Length of Time:** 1.5 hour  
**Expiry Date:** 3 years  
**Applicable Audience:** faculty, staff |
| WHMIS (Workplace Hazardous materials Information System) | This online or classroom training course is for anyone who handles, uses, stores, or may be exposed to controlled products (chemicals) at the U of R.  
The main purpose of WHMIS is to provide information to participants on how to safely work with controlled products.  
Click [HERE](#) to register  
**Length of Time:** Online 1 hour (maximum) or classroom 2 hours  
**Expiry Date:** 3 years  
**Applicable Audience:** faculty, staff, students, volunteers |