

An Informative Two-Day Seminar:

Recommended Practices for Safety and Health Programs (Formerly Elements)

1 Who Should Attend . . .

This program is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about workers' compensation costs.
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work.
- ▶ Business owners who want to learn about compliance with Michigan Occupational Safety and Health Administration (MIOSHA).

2 MIOSHA Training Institute

MIOSHA Consultation Education and Training (CET) Division and Macomb Community College (MCC) have developed the MIOSHA Training Institute (MTI) through a formal alliance. The MTI introduced an Assessment-Based Certificate program, effective October 1, 2007. The certificate program offers participants an opportunity to be recognized for their educational efforts and increased technical expertise. Courses are offered throughout the state in sponsorship with other M-TECSM facilities, community colleges, and safety and health organizations. To learn more about the certificate program, log-on to the CET Division website at www.michigan.gov/mti.

3 What You'll Learn . . .

These recommended practices provide responsible employers, workers, and worker representatives with a sound, flexible framework for addressing safety and health issues in diverse workplaces. They may be used in any workplace, but will be particularly helpful in small and medium-sized workplaces. They can be applied equally well in traditional, fixed manufacturing workplaces and in the service sector, healthcare, retail, and even mobile or office-based work environments.

They also include information specifically aimed at temporary worker and multiemployer work situations. Separate recommended practices are available for the construction industry.

The attendee will learn the recommended practices for a Safety and Health Program and how they place emphasis on involving workers, and include a more robust program evaluation element to help drive continuous improvement. The recommended practices also stress the need for communication and coordination on worksites involving more than one employer.

Agenda

- ▶ The benefits of implementing these practices.
- ▶ 10 easy things to get your program started.
- ▶ Core elements of the safety and health programs.
- ▶ How to accomplish each core element.

Required Class for
General Industry
Level One
MTI Certificate

This course has been approved for both residential builders pre-licensure and continuing safety training requirements.

All meetings are accessible and barrier free. Please contact the cosponsor or the CET Division, at least 30 days in advance, to request necessary accommodations.

MIOSHA Education Training Materials

The student training manual and course reference materials will be provided in electronic format via email for students to download and print before class if they wish.

No hard copy textbook will be provided at the class. Upon arrival at class, each student will also receive a flash drive containing these materials which is theirs to keep. If you wish to bring a copy to class, you have the option to **download and/or print** the course materials in advance.

Important: When registering for this class, please provide your complete email address.

Remember to download your course handouts ahead of time!

Frequently Asked Questions

Q: Will I be able to print my materials at the seminar or workshop?

A: No printing services will be available. Print or download the presentation slides before you arrive for the class.

Q: Will I be able to charge my device at the seminar or workshop?

A: We recommend that your device is fully charged before you arrive. Charging stations may not be available in the classroom.

Q: What happens if I do not receive an email?

A: In the unlikely event that you do not receive the link via email, please call the contact number listed under Program Details on the next page for assistance.



Facilitator

Brenda Cani joined MIOSHA in 2010 as an Occupational Safety Consultant in the Consultation Education and Training Division. Her duties include consultation, training, workplace evaluation of OSHA compliances, and accident investigation. Brenda covers Macomb and Oakland counties.

Prior to joining MIOSHA, Brenda's experiences include over 20 years in human resources management, consultation, benefits administration, workers' compensation administration, safety training, and safety program development and management.

Brenda graduated with highest honors from Davenport University where she earned a Master's Degree in Management. She also earned a Bachelor's Degree in Business Administration from Franklin University. Brenda is also a Notary Public in the State of Michigan.



Brenda Cani
Senior Occupational Safety Consultant
MIOSHA, CET Division

Program Details

DATE: November 4 and 5, 2020
LOCATION: Construction Association of Michigan
CAM Headquarters
43636 Woodward Avenue
Bloomfield Hills, Michigan 48302
COST: \$190 per person.
Includes lunch and course materials.
Certification/Maintenance Points Available

TIME: Check-in - 8:30 a.m.
Program - 9:00 a.m. to 4:00 p.m.
DEADLINE: Register by October 28, 2020
Please register early!
CONTACT: For more information:
Kacey Lewis – 248-972-1133
lewis@buildwithcam.com
Inclement Weather Line: 248-972-1000

COSPONSOR: Construction Association of Michigan (CAM)

How to Register

Five Easy Ways to Register . . .

- ▶ **Online:** <https://buildwithcam.com/camtec-classes/>
Select: MIOSHA Training Institute Classes
Choose: Recommended Practices for Safety and Health Programs
- ▶ **Phone:** 248-972-1133
- ▶ **Fax:** 248-972-1135
- ▶ **Email:** training@buildwithcam.com
- ▶ **Mail:** CAMTEC
Attn: Kacey Lewis
43636 Woodward Ave.
Bloomfield Hills, MI 48302

Please enclose check or money order
made payable to **CAMTEC**.

Recommended Practices for Safety and Health Programs (Formerly: Elements of Safety and Health)

Complete Separate Registration Form For Each Attendee

Name: _____
Company Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
Email: _____ (Required for Registration)
Type of Credit Card: Company Personal
Credit Card #: _____
Billing Zip Code: _____ Exp. Date: _____
Credit Card 3 or 4 Digit Code: _____ (Back of Credit Card)

The meeting site and parking is accessible. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. People with disabilities requiring additional services (such as materials in alternative format) in order to participate in the meeting should call 517-284-7720 at least 30 days before the program. The Department of Labor and Economic Opportunity (LEO) is an equal opportunity employer/program.