



## School of Health Studies

### HS3030a Course Outline

#### Understanding Health and Safety in Today's Workplace

This course builds on the School of Health Studies philosophy and its holistic view of health and wellness. The World Health Organization (WHO) considers work as one of the key indicators of health. This course examines the role and impact of work on personal health and safety.

This course reviews the history of health and safety then examines relevant contributing factors: the economy, globalization, corporate philosophy and culture, social norms, technology, medical advances, politics, education, accident statistics and accepted risks. The student will be introduced to the Ontario legislation and regulations and will become familiar with locating and interpreting sections therein. Through the use of case studies and digital images of real life conditions, hazard awareness will be emphasized in an aim to reduce the risk of workplace injury or illness for the students as they enter the workforce and for those over which the student will have authority as they progress through their careers.

**Instructor**

Professor Clarke

**Teaching Assistant**

TBA

**Class Time**

Tuesday evenings 7:00 – 10:00pm

It is my expectation that students will arrive at least 5 minutes prior to class to allow for organizational time (back packs, coats, etc) that does not distract from the class or disturb classmates. We will take a 15 minute personal comfort break around 8:00pm each class.

**Class Location**

Labatt Health Sciences Building 35

**Required Text Books**

2010 Pocket Ontario OH&S Act & Regulations (Consolidated Edition), Carswell Publishing

Occupational Health and Safety (Canadian Edition) David L Goetsch and Gene Ozon. Publishers- Pearson Education Canada Inc., Toronto, Ontario Copyright 2006.

Approximately half of the text is studied in this course. The other half is studied in HS4030b Advanced Studies in Occupational Health and Safety.

### Syllabus

Week estimated	Topic	Text Chapters to be read in preparation for class
1	<p><b>HS 3030 Overview</b></p> <ul style="list-style-type: none"> <li>- Main topics of study, text books introduced</li> <li>- Course evaluation review</li> <li>- Instructor expectations reviewed</li> </ul> <p><b>Unit 1: General Principles of Health and Safety</b> <b>Section A: Historical Perspective</b></p>	1
2 - 6	<p><b>Unit 1: General Principles of Health and Safety</b> <b>Section B: Common Understanding of Terminology</b> Social, Political and Other Impacts of Workplace</p> <ul style="list-style-type: none"> <li>- Determinants of health</li> <li>- Safety Analysis and Prevention</li> </ul> <p><b>Section C: Injury Causation, Effects of Injuries, Injury Investigation &amp; Reporting and Statistics</b></p> <p><b>Section D: Canadian Legislation and the Internal Responsibility System</b></p> <ul style="list-style-type: none"> <li>- Ontario Statutes and Regulations,</li> <li>- Injury/Illness Compensation Systems</li> <li>- Company and corporate culture</li> </ul>	18 2, 3, 19 4, 5, OHS/A
8 - 10	<p><b>Unit 2: Chemical Hazards &amp; Related Regulations</b> <b>Section A: Basic Toxicology, Industrial Hygiene, Categories of Chemical Hazards</b> <b>Section B: Related Legislation and Personal Protective Equipment</b></p>	6 (excluding pgs 95-101), OHS/A 7, OHS/A
10- 12	<p><b>Unit 3: Physical Hazards &amp; Related Regulations</b> <b>Section A: Mechanical</b> <b>Section B: Electrical and Fire</b></p>	10, OHS/A 14, 15, OHS/A
13	Course wrap up and review	
<b>Be sure to check course WebCT OWL site for additional readings, activities and resources</b>		



## School of Health Studies

### **Student Access to Instructor**

If you are having problems with any aspect of the course, please come and talk to me. I am approachable; I welcome your comments, your constructive criticisms and of course, your questions.

Office hours: Tuesday's 5:30 – 6:45pm

Alternative, mutually convenient times can be scheduled

By email (usually answered within 2 days): WebCT mail

Web Discussions can be used to communicate with fellow students, Professor and Teaching Assistant

### **Student Access to Teaching Assistant**

Office hours: TBA

By email: WebCT

By phone: TBA

### **Instructor Access to Students**

The instructor will use the course WebCT site and the University's email addresses of the students for correspondence. The students should check the WebCT site regularly between classes as time sensitive information will be posted for students' action and information. Those students wishing to forward their email to personal accounts should seek guidance from the appropriate service department.

### **Use of Electronic Devices**

During class time students may use electronic devices such as laptops as a class resource or for note taking. Students are asked to refrain from computer activities that may distract fellow students: watching on-line videos, emailing, texting, visiting social networking sites, web browsing, etc. Use of cell phones and hand held communication devices are a distraction to the class and the instructor. Students are asked to ensure all such devices are turned off during the class.

During exams students will not be allowed to use any electronic device unless otherwise pre-authorized to meet the student's specific needs as addressed by the department of Student Development Services. It is the responsibility of the student to ensure the appropriate authorization and documentation is obtained prior to the mid term and final exams.



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### **Mutual Expectations**

You can expect me to come prepared for and attend lectures regularly. Students are expected to be punctual: class will begin at 7:00 sharp. To eliminate unnecessary classroom disturbances, cell phones, pagers and other electronic devices that may produce sound will be turned off or the sound will be disabled.

Students are expected to regularly visit the course WebCT OWL site. There will be time sensitive communications, readings, resource materials and activities for students to be aware of and/or complete. Students are expected to complete and are rewarded for on-line (WebCt OWL) participation within communicated timelines. There will be NO EXCEPTIONS for meeting participation timelines. NO LATE SUBMISSION of participation elements will be accepted.

I will strive to promote a collegial atmosphere of mutual respect conducive to the exchange of ideas and learning. We will not always agree as there can be many differing viewpoints based on personal experience and other factors. Exchanging these viewpoints will add valuable context to the learning experience. Individuals with ideas differing from those of classmates and the instructor will be listened to with respect. Those wishing to speak will be acknowledged by raising of the hand.

Food and drinks may be consumed but should not cause a disturbance for other students. All waste materials are to be deposited into the appropriate containers within the classroom at breaks or the conclusion of the class.

### **Lecture Notes & Course Resources**

Good note-taking skills are important, if not essential, in both the academic environment and in your work life. For these reasons, the responsibility for note-taking in class is that of the students.

For topics not covered in the text, a significant percentage of the course PowerPoint Presentation slides are available on WebCT OWL. **For topics covered in the text, the PowerPoint slides available will be minimal.**

There are a large number of reference documents available on our WebCT site that may assist you with research for the assignments. Documents that are mandatory reading are identified as such. It is the responsibility of the student to access the required documents.

It is the instructor's expectation that students who miss a class will consult the class WebCT OWL site and/or consult with a classmate for any missed materials and review the content of the class discussions.



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### Evaluation

#### 10% Individual Participation

This will include in-class activities; 1 out-of-class journal entry on a specific discussion topic and completion of peer evaluations of group projects.

Activities will be assigned throughout semester.

Peer evaluations due on Monday November 29<sup>th</sup> 2010<sup>th</sup> at 9:00pm. No late evaluations can be accepted.

#### 20% Mid-Term Examination (Unit 1 )

Including reading assignments, class discussions, etc

2 hours closed book- multiple choice and short answer

October 26, 2010

#### 10% Open Book Test

Using the 2010 Occupational Health and Safety Act & Regulations

1 hour

November 30, 2010

#### 30% Group Project with option of format a) inclass presentation **OR** b) website uploaded to our WebCT site and choice of due date

Maximum 5 students per group

See WebCT OWL for pre-approved topic list, sign-up sheet, marking rubric, etc

Wednesday October 6<sup>th</sup> Sign-up sheet closes at 9:00pm.

Monday October 18<sup>th</sup> Project outline, work load distribution and due date request is due at 9:00pm

Tuesday's November 9<sup>th</sup> – 23<sup>rd</sup>

a) 10 minute Presentations delivered **AND** 2-page Student Summary submitted

b) WebSites launched with 1 minute introduction to class

#### 30% Final Examination

This is a comprehensive exam with emphasis on the materials covered in weeks 8-13 including reading assignments, class discussions, etc

3 hours closed book- multiple choice, short answer and essay answer

Date to be announced by Registrar's Office



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### **Group Project Late Penalties**

Students with extenuating circumstances that may lead to late submission of work, should contact the instructor before the due date. Arrangements may be made for acceptance of student work up to 7 days after the due date. Beginning the morning after the due date, 10% per day will be deducted from the earned mark as the penalty. For example, a group project graded as 41-50 will have 5 points deducted from the mark if submitted one day late and will be recorded as 36/50. There will be no exceptions except for valid, extenuating circumstances (death in family, incapacitating illness, etc) which **MUST** be documented to the Dean's office and the instructor's satisfaction.

### **Missed Participation Elements**

Out-of-class WebCT Journal Entry- Late submissions will not be graded. The student must contact the Professor to arrange an alternate topic. The journal entry will count for 2 of the total participation marks available (10).

In-class activities – You must be in attendance at the time of the activity and submit your completed activity immediately following the activity to earn a mark for the activity. You may miss 1 activity and still earn full marks for this element of the participation mark. For example, if there are 4 in-class activities, this element will be worth 3 marks of the total participation marks available (10).

### **Medical Absences and Make-up Exams**

Students with extenuating circumstances that may lead to absence from the midterm or final exam, must contact the instructor AND the SHS office before the exam date. Students must meet with a SHS Academic Counsellor. The Dean's office (Academic Counsellor) will determine what, if any, documentation is required. The student will submit all required documentation to the Dean's office (not to the instructor). The Dean's Office (Academic Counsellor) will determine if an accommodation is warranted and will advise the instructor. Where warranted and supported by documentation, arrangements may be made for writing a make-up exam.

Be sure to review the Policy on Accommodation for Medical Illness. It can be found at <https://studentservices.uwo.ca/secure/index.cfm> or <http://www.uwo.ca/univsec/handbook/appeals/medical.pdf>

Please note that the format of the make-up exams will vary significantly from the original exam. This may take the format of 2 or 3 essay questions and/or a number of short answer questions.

## **Grading & Appeals**

The university-wide descriptors of the meaning of letter grades outlined as follows are approved by Senate.

A+	90-100	One could scarcely expect better from a student at this level.
A	80-89	Superior work which is clearly above average.
B	70-79	Good work, meeting all requirements, and eminently satisfactory.
C	60-69	Competent work, meeting requirements.
D	50-59	Fair work, minimally acceptable.
F	below 50	Fail.

## **Rounding of Grades**

The rounding of grades for example, bumping a 79 to 80% is a practice some students request. The practice will not occur here. The edges of this course are clear and sharp. The mark attained is the mark you achieved and the mark assigned; there is no rounding to the next grade level. Please don't ask me to do this for you. It degrades my experience as your instructor and your experience as a student. We both have an appreciation of high standards.

## **Original Work**

It is the student's responsibility to ensure that he/she is not involved with any form of plagiarism, including cheating on tests, allowing others to cheat on tests and copying work of any kind without proper referencing.

Plagiarism: Students must write their assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence. Please review the Scholastic Offence Policy in the current Academic Calendar or go to <http://www.uwo.ca/univsec/handbook/appeals/scholoff.pdf> .

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.



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### **Student Services**

Registrarial Services <http://www4.registrar.uwo.ca>

Student Development Services <http://www.sdc.uwo.ca/>

Student Development Services offers a variety of academic, personal, and career-related services to meet the needs of Western's undergraduate and graduate students. Their services are free for current students & recent grads.

Services for Students with Disabilities <http://www.sdc.uwo.ca/ssd/>

Student Development Services has staff members who specialize in assisting students with various disabilities to adjust to the university environment. These disabilities include, but are not limited to, vision, hearing and mobility impairments, learning disabilities, chronic illnesses, chronic pain, and attention deficit/hyperactivity disorders.

Contact Information

Main Office: (519) 661-2147

Appointments: (519) 661-2147