Western Health Sciences 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 workers over which the student will have authority as they progress through their careers.

Instructor
Emily Hahn-Trnka

Student Access to Instructor
If you are having problems with any aspect of the course, please communicate with me. I am approachable; I welcome your comments, your constructive criticisms and of course, your questions. **Please use the OWL Sakai messages for all correspondence.**

Office Hours
- Tuesday's 5:45 – 6:45pm in HSB 240
- Alternative, mutually convenient times may be scheduled
- OWL Sakai message is usually answered within 2 days
- OWL Sakai Discussions can be used to communicate with fellow students and Professor

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
Health Sciences Building Room 240

Prerequisite Checking
There are no prerequisite courses for HS3030. Please confirm other conditions and antirequisites detailed in the current Western Academic Calendar at www.westerncalendar.uwo.ca.

Required Text Books
2013 Pocket Ontario OH&S Act & Regulations Consolidated Edition. Carswell, Canada, 2013 ISBN 978-0-7798-5359-5

OH&S Due Diligence Handbook Second Edition. Editor Steve Jones. Carswell, Canada, 2010 ISBN 978-0-7798-2730-5

Syllabus

Topic	Week
HS 3030 Overview - Main topics of study, text books introduced - Course evaluation elements	**1**
Unit 1: General Principles of Health and Safety	
Section A: Historical Influences on Current Health and Safety and Case Study Introduction	
Section B: Key Terminology and Concepts - Social Amplification - Social and Personal Determinants of Health - Precarious Employment & Vulnerable Workers - Precautionary Principle & Decent Work - Risk Perception & Risk Assessment - Hierarchy of Controls - Corporate Culture & Utility - Internal Responsibility System (IRS) - Affiliation Bias & Social Norms	**2-6**

Topic	Week
Section C: Introduction to Common Workplace Hazards - Chemical - Mechanical	
Unit 2: The Law and Due Diligence - Criminal vs regulatory law in Canada - The role of the IRS in law - The Due diligence defense -employer -supervisors -workers -Canadian law compared to USA and other jurisdictions	**8 - 13**
Course wrap up Case study updates Key concept review	**13**

Instructor Access to Students

The instructor will use the course OWL Sakai site and the University's email addresses of the students for correspondence. The students should check the OWL Sakai 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.

Mutual Expectations
You can expect me to come prepared for and attend lectures regularly. Students are expected to be punctual: class will begin at 7:00pm sharp. To eliminate unnecessary classroom disturbances, cell phones 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 OWL course 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 (OWL Sakai) 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, some PowerPoint Presentation slides are available on OWL Sakai. **For topics covered in the text, the available PowerPoint slides will be minimal.**

There are a large number of reference documents available on our OWL Sakai site that may assist you with research for the assignment. 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 OWL Sakai site and/or consult with a classmate for any missed materials and review the content of the class discussions.

Evaluation

10%	Individual Participation: • 5%: OWL Quizzes– 4 total • 5%: Peer Evaluation of Group Advocacy Projects, due November 25, 2014; 7pm
25%	Mid Term Exam • 2.5 hrs; will include content from readings, class discussions and lectures • Multiple choice and short answer – closed book • In Class, Tuesday October 21, 2014 – HSB 240 (7:00-9:30pm)
30%	Group Assignment: Advocacy Project, topic of your choice • Group Assignment with choice of format; 5-7 minute podcast or series of 3 posters or series of 3 advertisements or 5 -7 minute video; or website. All uploaded to our class OWL Saki site • Includes a required communication plan (template provide) • Wednesday October 15th, 2014 sign-up sheet closes at 9:00pm. • Wednesday October 22nd, 2014 Group Assignment outline and work load distribution due by 9pm (submit 1 set of documents per group through OWL Sakai Assignment) • Wednesday November 12th 2014 Group Assignment due by 9pm (submit 1 set of documents/files per group through OWL Sakai Assignment)
35%	Final Examination • This is a comprehensive exam with emphasis on the materials covered in Unit 2 including reading assignments, class discussions, etc • 3 hours - multiple choice and short answer; closed book • Date and location to be announced by Registrar's Office

Missed Participation Element – Peer Evaluations
Peer evaluations are used as part of the evaluation mark for the group assignments. In order to calculate the overall mark and provide that mark to students in a timely manner, late submissions will not be accepted.

Group Assignment 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 group 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 assignment 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.

Accommodation for Medical Illness or Non-Medical Absences
http://www.uwo.ca/univsec/handbook/appeals/accommodation_medical.pdf
The University recognizes that a student's ability to meet his/her academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student's overall grade in the course shall be granted only in those cases where there is documentation indicating that the student was seriously affected by illness and could not reasonably be expected to meet his/her academic responsibilities.

A UWO Student Medical Certificate (SMC) is required where a student is seeking academic accommodation. This documentation should be obtained at the time of the initial consultation with the physician or walk-in clinic. An SMC can be downloaded under the Medical Documentation heading of the following website: https://studentservices.uwo.ca/secure/index.cfm.
Documentation is required for non-medical absences where the course work missed is more than 10% of the overall grade. Students may contact their Faculty Academic Counselling Office for what documentation is needed. Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner. Documentation for any request for accommodation shall be submitted, as soon as possible, to the appropriate Academic Counselling Office of the student's Faculty of registration. For SHS students, you may go to the School of Health Studies Office in HSB room 222.

Please note that the format and question content 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.

Student Code of Conduct

The purpose of the Code of Student Conduct is to define the general standard of conduct expected of students registered at The University of Western Ontario, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed, and set out the disciplinary procedures that the University will follow. For more information, visit http://www.uwo.ca/univsec/board/code.pdf.

English Proficiency for the Assignment of Grades

Visit the website http://www.uwo.ca/univsec/handbook/exam/english.pdf.

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.

Scholastic Offences

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following website: http://www.uwo.ca/univsec/handbook/appeals/scholastic_discipline_undergrad.pdf .
Additionally,

1. All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (http://www.turnitin.com).
2. 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.

Support Services

There are various support services around campus and these include, but are not limited to:

1. Student Development Centre -- http://www.sdc.uwo.ca/ssd/
   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
2. 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
3. Student Health -- http://www.shs.uwo.ca/student/studenthealthservices.html
4. Registrar's Office -- http://www.registrar.uwo.ca/
5. Ombuds Office -- http://www.uwo.ca/ombuds/