



**Stanislaus County**  
**CEO-Risk Management**  
**Division**  
**Safety Unit**  
**Course Schedule**  
**2009 - 2010**

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## How to Contact Us

Stanislaus County CEO-Risk Management Division  
Safety Unit:

Mailing Address:  
Stanislaus County CEO-Risk Management Division  
1010 10<sup>th</sup> Street Suite 5900  
Modesto CA 95354  
Or  
P.O. Box 1723  
Modesto CA 95353

Telephone: (209) 525-5781  
Fax: (209) 525-5779

Office Hours:  
8:00 am to 5:00 pm  
Monday - Friday

Website: [www.stancounty.com/riskmgt/index.shtm](http://www.stancounty.com/riskmgt/index.shtm)

## Safety Unit Course Description

### 2008 Schedule

#### Back Safety – Mary Krost

Class length: 4 hours  
8:00 am to 12:00 pm or 1:00 pm – 5:00 pm  
Offered at - County Center III



The purpose of this class is to show attendee's proper lifting techniques, and to demonstrate different stretching and strengthening exercises to decrease the possibility of injuries due to a deconditioned spinal column and musculature system. You will learn from a physical/occupational therapist some basics of lifting, pushing/pulling, carrying and reaching techniques for both on or off the job exposure. Nutrition and proper supplementation will also be discussed to help improve your health.

#### Dates for this class are:

**2009**

**November 10**

**2010**

**March 31**

**June 8 (1:00 – 5:00) only**

#### CPR/First Aid/AED

Valid: 2 years  
Class length: 8 hours  
8:00 am – 5:00 pm  
Offered at – Doctors Medical Center Foundation,  
700 McHenry Avenue, Suite A, Modesto



This class teaches American Safety and Health Institute (ASHI) Cardio Pulmonary Resuscitation, First Aid, Automatic External Defibrillator training (Adult/Infant/Child CPR/FA/AED). This class will provide you with a two-year CPR card and more importantly the

ability to save a life, maybe the life of a loved one. AED information will also be covered.

Upon completion of this class, you will be provided with a two year First Aid card. Eighty percent of First Aid/CPR use is in the home, not on the job. Be prepared to save a life at home or work.

**Dates for this class are:**

**2009**

<b>July 20</b>	<b>August 3</b>	<b>September 23</b>
<b>October 5</b>	<b>November 18</b>	<b>December 14</b>

**2010**

<b>January 20</b>	<b>February 1</b>	<b>March 17</b>
<b>April 5</b>	<b>May 17</b>	<b>June 23</b>

**CPR/ First Aid/AED (CPR Enrollment required)**

Recertification

Valid: 2 years

Class length: 5 hours

8:00 am – 1:30 pm

Offered at – Doctors Medical Center Foundation,  
700 McHenry Avenue, Suite A, Modesto

As above, but must have current CPR card – class to be taken within 2 weeks of expiration if not working – will give 4-6 weeks if working.

**Dates for this class are:**

**2009**

<b>July 8</b>	<b>August 19</b>	<b>September 9</b>
<b>October 14</b>	<b>November 2</b>	<b>December 2</b>

**2010**

<b>January 4</b>	<b>February 17</b>	<b>March 1</b>
<b>April 21</b>	<b>May 5</b>	<b>June 7</b>

**CPR/AED Health Care Provider**

Valid: 2 years

Offered at – Doctors Medical Center Foundation,  
700 McHenry Avenue, Suite A, Modesto



This program brings with it: 1) CPR recertification required every other year and 2) a combined class involving AED, done in such a manner that they are all required every two years. This class is for professionals; hospital, Doctors office staff, EMT, lifeguards, and includes adult, child and infant CPR.

**SPECIAL HEALTH CARE CPR PRO AND RECERTIFICATION CLASS ARE AVAILABLE FROM CEO-RISK MANAGEMENT DIVISION UPON REQUEST OR BY CONTACTING DMCF DIRECTLY.**

**CPR/AED Health Care Provider recertification**

Valid: 2 years

Offered at – Doctors Medical Center Foundation,  
700 McHenry Avenue, Suite A, Modesto

As above, but must have current CPR card – class to be taken within 2 weeks of expiration if not working.

**SPECIAL HEALTH CARE CPR PRO AND RECERTIFICATION CLASS ARE AVAILABLE FROM CEO-RISK MANAGEMENT DIVISION UPON REQUEST OR BY CONTACTING DMCF DIRECTLY.**

**Defensive Driving**

Valid: 4 years

Class length: 4 hours

8:00am to 12:00 pm

Taught by – Stanislaus County, Risk Management Division  
Offered at – County Center III



Motor Vehicle collisions are one of the leading causes of death and serious injury to employees who drive as part of their work responsibilities. The national cost of motor vehicle collisions is now more than \$230 billion annually. Even with today's budget cuts and economy, the cost of implementing a safe driving program is often far less than the average 'backing crash'. Do you want to learn to drive safer? Then come to this class!

**Dates for this class are:**

**2009**

<b>July 14</b>	<b>August 25</b>	<b>September 24</b>
<b>October 27</b>	<b>November 19</b>	<b>December 17</b>

**2010**

<b>January 26</b>	<b>February 25</b>	<b>March 18</b>
<b>April 22</b>	<b>May 27</b>	<b>June 29</b>

**D.O.T Training**

Class length: 6 hours

8:00 am – 2:00 pm

Taught by – Stanislaus County, Risk Management Division

Offered at – County Center III



Both State & Federal Law requires training for any Supervisor or person overseeing a DOT driver. To comply with these State & Federal laws, the CEO-Risk Management Division will conduct a DOT training class for all DOT Representatives, Supervisors and other persons overseeing DOT drivers. Please check within your department/division to determine who must attend. Remember only trained people can supervise and oversee DOT drivers/issues.

**Dates for this class are:**

**October 29**

**Ergonomics (Office) – Mary Krost**

Class length: 4 hours

8:00am to 12:00 pm or 1:00 pm – 5:00 pm

Offered at – County Center III



The CEO-Risk Management Division has scheduled Office Ergonomics training workshops for all County employees. You will learn from a physical/occupational therapist some basics of how the body is put together and reacts to repetitive stress. This class is recommended for supervisors, managers, Safety Representatives, injured workers and any County employee who spends more than two hours on or off the job doing repetitive office tasks. The topics discussed are: back, neck, shoulder, elbow/forearm and wrist/hand. You will learn how to identify hazardous conditions and reduce musculoskeletal injuries frequently occurring in the office environment.

This class will also help improve the employee work settings, use of furniture and equipment particularly in the use of computers. Solutions are offered for ergonomics changes in posture, work methods, workstation and furniture design.

**Dates for this class are:**

**2009**

**November 9**

**2010**

**March 30                      June 8 (8:00 am – 12:00pm) only**

**Ergonomics**

Class length: 2 hours

8:00 am – 10:00 am

Taught by – Stanislaus County, Risk Management Division

Offered at – County Center III

It is important to remember ergonomics all day - - and not just at the office. Learning to listen to signals from your body is critical to the quality of your life. This class will

teach you how ergonomics can save you from pain, suffering, and loss of income and disruption of your lifestyle due to injury.

Any County employee who spends two hours or more on or off the job doing repetitive task is a candidate for an Ergonomics class.

**Dates for this class are:**

**2009**

**August 20**

**December 3**

**2010**

**February 9**

**June 17**

**IIPP**

Class length: 1 hour

8:00 am – 9:00 am

Taught by – Stanislaus County, Risk Management Division

Offered at – County Center III

In California, the words, "Injury and Illness Prevention Plan" (IIPP) are the title for a state mandated safety program. It is mandated for any employer that has ten or more employees. The scope of this plan is to prevent injury and illness by risk assessment, open lines of communication, training and assigned responsibilities. Every person employed by Stanislaus County is covered by our IIPP. Attendees will learn what the County IIPP says about our prevention plan so they may become more involved in protecting themselves (required for County Employees).

**Dates for this class are:**

**2009**

**September 15**

**2010**

**January 28**

**April 8**

**June 24**

**Mail Handling Safety**

Bomb, Bio, Chemical Threats

Class length: 3 hrs

8:00 am – 11:00 am

Taught by – Stanislaus County, Risk Management Division

Offered at – County Center III



Does your job include opening mail or packages? Would you like to review the issues and warnings distributed to all employees and have a chance to ask questions? Many people have questions about how mailrooms and offices should handle mail that may contain a bomb, written threats, chemical, biological material inside, or mail that may contain some form of powder.

**Dates for this class are:**

**2009**

**July 23**

**2010**

**January 21**

**Risk Management 101 for Supervisors**

Class length: 7 hours

8:30 am – 4:30 pm

Taught by – Stanislaus County, Risk Management Division

Offered at – County Center III

This training is for every employee who supervises employees or is interested in doing so in the future.

Some of the subjects to be discussed are:

- \* Disability Management
- \* FMLA
- \* Employee Benefits
- \* Workers Compensation Forms/Instructions
- \* Incident/Accident Report
- \* Ergonomics
- \* Workplace Violence

**Dates for this class are:**

**2009**

**August 27**

**October 22**

## Risk Management 102 Workshop

Class length: 7 hours

8:30 am – 4:30 pm

Taught by – Stanislaus County, Risk Management Division

Offered at – County Center III

**Prerequisite: RM 101**

If the Risk Management 101 class left you with wanting some more practical hands-on experience in the areas of Accident Investigation, For Cause Drug and Alcohol Testing, General Liability or Motor Vehicle Accidents, then Risk Management 102 is for you.

Learn from the professionals in Law Enforcement, Risk Management, and Human Resources:

- \* How and why to complete forms;
- \* How to recognize an employee under the influence;
- \* What to do if you suspect an employee is under the influence;
- \* What you and your employee need to know about on the job Motor Vehicle Accidents;
- \* What to do and not to do for non-employee injuries;
- \* How to work through an injury/accident investigation.

**Dates for this class are:**

**2009**

**September 10**

**2010**

**March 16**

## Slip/Trip/Fall

Class length: 2 hours

8:00 am – 10:00 am

Taught by – Stanislaus County, Risk Management Division

Offered at – County Center III



Slips, trips and falls are a leading cause of injury and death, both on and off the job. Managers/Supervisors will learn how these events occur, and the warning signs of a problem area. By being a better-educated observer, we will be able to avoid dangers that we may have overlooked previously.

**Dates for this class are:**

**2009**

**August 6**

**December 10**

**2010**

**March 25**

**May 4**



## Water Safety Training

Class length: 4 hours

8:30 am – 11:30 pm or 1:00 pm – 4:00 pm

Offered at – Aquatic Dreams, 1212 Kansas Ave, Modesto

The County Safety Manual, Water Safety Policy, demands any employee, who is engaged in work activities near (10 feet) deep, swift, or rapidly rising water, where employees are exposed to a drowning hazard, to have water safety training. This class is good for on or off the job exposure to water activities.

All attendees will get wet. Clothing that is similar to regular work attire, that can get wet, is required. It is requested you bring a towel and change of clothing. You must be pre-registered.

Prerequisites:

- One Class III, IV or V Personal Flotation Device (PFD) equipped with a whistle for every registered employee.
- One 70-foot 3/8 Poly-rope bag for every two employees.
- One waterproof flashlight for every employee (to be attached to the PFD).

- One radio, cellular phone or some other forms of communication, which allow employees to contact assistance (for every two employees).

The above equipment can be shared so not every employee will need the equipment at the same time. Should you require any suggestions as to the type of equipment to be purchased, please contact the CEO-Risk Management Division. Some equipment will be available at the pool; however, equipment must be reserved prior to the class. Do so when completing your registration.

**Dates for this class are:**

**2009**

**November 5**

**2010**

**April 13**