

Training Program Overview

Environmental Health & Safety



VISION STATEMENT

We provide expert guidance and timely service to the University Community through our commitment to health and safety.

Employing best practices and collaboration, and by building long term relationships, we promote a productive and safety conscious work environment.

www.ehs.columbia.edu

Environmental Health & Safety

Contact Numbers:

Columbia University Medical Center
212-854-8749

Morningside Campus
212-854-8749

Introduction

- Training is a fundamental element of Environmental Health & Safety's commitment to ensuring that Columbia University is a safe place to work. Many activities that take place in the conduct of research and clinical care require specialized instruction to be carried out safely, with minimal exposure to workplace hazards. EH&S offers a wide range of training programs, presented by subject matter experts in multiple formats and media, to address many of these activities and hazards and to help keep you safe.

<http://www.ehs.columbia.edu/Training.html>

Training Courses Currently Available

EH&S offers training in the following topics:

- Lab Safety and Chemical Hygiene
- Hazardous & Radioactive Waste Management
- Biosafety and Bloodborne Pathogens
- Use of Formaldehyde and Xylene
- Use of Hydrofluoric Acid
- FDNY Certificate of Fitness
- Shipping Hazardous Materials
- Laser Safety
- Radiation Safety
- Hazard Communication & PPE
- Respirator Fit Testing & Training
- Use of Controlled Substances

Which Training Do I Need?

Ask yourself the following questions about your daily job activities to determine which safety course(s) are required:

- Do you work in a lab?
- Do you handle, or could you be exposed to chemicals?
- Do you work with any of the specific chemicals for which EH&S offers specialized courses (see previous list)?
- Do you handle, or could you be exposed to human blood or bodily fluids?
- Do you handle, or could you be exposed to other potentially infectious materials, including viable microorganisms?
- Do you work with, or in a lab that uses a laser?
- Do you work with, or in a lab that uses radioactive materials?
- Does your work require you to wear a respirator or other specialized personal protective equipment?

If you answered "Yes" to any of the above questions, please visit EH&S' online training requirements matrix to determine your training needs and to view a description of available training courses.

<http://www.ehs.columbia.edu/RascalRules.html>

RASCAL or Classroom?

EH&S Training courses are required to be completed in-person to fulfill an employee's *initial* training requirement.

- Most courses also require periodic re-training to maintain currency with updated regulations, standards and best practices. Employees have the option of fulfilling refresher training requirements either online, via the University's RASCAL system, or by attending a regularly scheduled classroom session.



Please visit the EH&S campus-specific classroom training schedules at the links below. No prior registration is necessary to attend training, but you must sign in to receive attendance credit!

<http://www.ehs.columbia.edu/TrainingScheduleMC.html>
<http://www.ehs.columbia.edu/TrainingSchedule.html>

Lab Safety/Chemical Hygiene and Hazardous Waste

This module is the baseline training for all employees working in a laboratory setting and must be completed upon hire and triennially thereafter. The following information is covered in the program:

- Recognition, evaluation and control of various types of laboratory hazards
- Spill and emergency response procedures
- Fire and life safety procedures
- Regulations and practices for the management of hazardous waste

Biosafety and Bloodborne Pathogens Training

This course fulfills the training requirements of the OSHA Bloodborne Pathogens Standard, 29CFR 1910.1030. This training must be completed upon hire and annually thereafter. The following information is included:

- Introduction to infectious diseases including transmission, symptoms and epidemiology
- Review of the University's exposure control plan
- Recognition of hazards and means of prevention
- Personal Protective Equipment
- Employees' rights and responsibilities concerning exposure to Hepatitis B
- Employees' rights to medical surveillance

Fire and Life Safety

The Fire and Life Safety module is required for all research personnel. This course reviews the basic procedures to respond safely in the event of a fire or life safety emergency, including:

- **RACE** – the 4-step procedure to follow in case of fire
 - **R**escue
 - **A**larm
 - **C**onfine
 - **E**xtinguish/**E**vacuate
- **PASS** – How to operate a fire extinguisher
 - **P**ull the pin
 - **A**im the nozzle
 - **S**queeze the handle
 - **S**weep the hose side-to-side

Additionally, the Fire and Life Safety module offers valuable information on how to protect yourself and your family at home in case of fire.



For more information about EH&S fire safety training, please see the link below

<http://www.ehs.columbia.edu/fs.html>