

REQUIRED QUARTERLY SAFETY TOPIC

**Depending on current affairs/situations other safety topics may be added in addition to the below.*

- LDH Building & Safety Rules and Fire Safety (January thru March - annual)
 - Office Safety (April thru June – odd years)
 - Safe Lifting (April thru June – even years)
- Storage Methods (July thru September – annual)
 - Electrical Safety (October thru December)
- Emergency Equipment (Only Facilities – your discretion)

MANDATORY TRAINING REQUIREMENTS FOR EMPLOYEES

- ORM Blood borne Pathogens (via LEO/90 days of hire then every 5 years thereafter for Non-High Risk positions)
 - LDH ORM Blood borne Pathogens policy review (via LEO/90 days of hire then every 5 years thereafter)
 - Drug Free Workplace (via LEO/90 days of hire then every 5 years thereafter)
 - Transitional Return to Work (via LEO/90 days of hire then every 5 years thereafter)
 - Defensive Driver (via LEO/90 days of hire then every 3 years thereafter)
 - LDH Accident Investigation (via LEO/90 days of hire then every other year thereafter)
 - LDH Safety Rules (via LEO/ 90 days of hire and annually thereafter)
 - Sexual Harassment (via LEO/ 90 days of hire and annually thereafter)
- CPTP Preventing Sexual Harassment for Supervisors (via LEO/ 90 days of hire and annually thereafter)
 - LDH Sexual Harassment policy review (via LEO/ 90 days of hire and annually thereafter)
 - Ethics (via LEO/ 90 days of hire and annually thereafter)
 - LDH Prohibited Political (via LEO/ 90 days of hire and annually thereafter)
 - HIPAA (via LEO/ 90 days of hire and annually thereafter)
 - LDH Electronic Email (via LEO/ 90 days of hire and annually thereafter)
 - LDH Proper Expenditures of Budgeted Funds (via LEO/ 90 days of hire and annually thereafter)
 - LDH Work Schedules & Attendance Policy (via LEO/ 90 days of hire and annually thereafter)
 - LDH Compliance for Covered Persons (via LEO/ 90 days of hire and annually thereafter)
 - Cybersecurity Awareness (via LEO/ 90 days of hire and annually thereafter)
 - ESF8 Five(5) Online Modules (via LEO/ 90 days of hire and annually thereafter by April 30)
 - LDH General Safety and Loss Prevention Manual (via LEO within 90 days of hire/ONE TIME ONLY)
 - LDH Active Shooter Training (via LEO within 90 days of hire/ONE TIME ONLY)
 - FEMA IS 100, IS 200, IS 700, and IS 800 (via FEMA training site within 90 days of hire/ONE TIME ONLY)

NOTE: IF WORKING IN POSTIONS THAT HAVE REASONABLE OCCUPATIONAL EXPOSURE TO BLOOD OR OTHER POTENTIALLY INFECTIOUS MATERIALS (HEALTH CLINIC, MEDICAL SPECIAL NEEDS SHELTER, LAB TECHNICIANS, ETC.) YOU MUST TAKE ALL THE ABOVE COURSES WITH EXCEPTION TO ORM BLOODBORNE PATHOGENS AND TAKE:

- High Risk Blood Borne (via OPH Regional PHERC classroom/90 days of hire and annually at ESF8 Hands-On Training thereafter)