

BUS 277 – Health & Safety/Loss Management

3 credits, 16 weeks, 3 hours lecture

This course begins with an in-depth look at the provisions of Health & Safety legislation, particularly in the province of Alberta. The common types and causes of workplace injury and work-related disease are then reviewed, in order to identify the primary on-the-job risk exposures. The main part of the course critically examines different approaches to Accident Prevention in the workplace, and also looks at the emerging trend of wellness programs.

Prerequisite: BUS 271 or permission of the Program Chair

Instructor

Gary Allen
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Office Hours

Monday: 5:30pm - 6:30pm
Or by appointment

Hours of Instruction

Monday: 6:30pm – 9:30pm

Required Resources

Management of Occupational Health & Safety, Kelloway & Francis, ISBN 0176502483

Course Outcomes

At the conclusion of this course, the students will be able to work independently as well as in a team to:

1. Apply Safety Legislation.
2. Identify hazards.
3. Understand the importance of Process Safety.
4. Managing dispute resolution processes
5. Managing Training and behavior programs
6. Conduct Emergency planning and Root Cause analysis
7. Conduct investigations
8. Understand return to work and wellness programs.
9. Prepare a safety policy

Key Features

1. Ongoing case studies used during the course
2. Apply knowledge to work based projects
3. Methodology for best practices in workplace safety
4. Working as a group to resolve case problems
5. Peer-to-peer learning and self-constructed knowledge are the major learning drivers of the course.

Evaluation

Grades for assignments, tests, class participation and case studies will be expressed as percentages. Each percentage will be multiplied by their corresponding weights and summed to calculate a final percentage. The final percentage will be mapped to an appropriate grade within a four-point system. The weights of the assessment components of the course will be:

Attendance.....	8%
News Assignment.....	7%
Group Project.....	35%
Peer Assessment	10%
Final Exam	40%

A grade of C- is required for progression.

The minimum standard for passing this course is a grade of D (50%).

News Assignment

Each student will present 1 news item that is related to the coursework. This item can be sourced from social media, news sources or any other reputable source. The student will spend 5 minutes at the start of class relating the item to the coursework and identifying areas of interest with respect to the material at hand. *The item should be forwarded prior to the applicable classtime. A schedule will be created for each presentation time in the first instruction session.*

Performance Requirements

Attendance is compulsory for all examinations.

You are expected to learn and obtain information from others and convert them to your own knowledge. However, the work of others you use to construct your knowledge should be properly acknowledged. Any use of the material owned by others without proper authorization, especially copying the answers of a colleague during exams, is considered cheating whose consequence is a punitive action that might result in expulsion. Proper citation is required for any written work.

Proposed Schedule

January 7	Chapter 1	Introduction Safety history and identify stakeholders and cost.
January 14	Chapter 2 Chapter 3	Legislation Understand the Legislative requirements of a safety program
January 21		<i>Group Work</i>
January 28	Chapter 4	Workplace Hazards
February 4	Chapter 5 Chapter 6	Process Safety
February 11	Chapter 7 Chapter 8	Dispute Resolution
February 18		NO CLASS - FAMILY DAY (Provincial Holiday)
February 25		NO CLASS - READING WEEK
March 4	Chapter 9 Chapter 10	Training and Behavioural Programs
March 11	Chapter 11	Emergency Planning and Root Cause Analysis
March 18	Chapter 12	Investigations and Root Cause Analysis
March 25	Chapter 13 Chapter 14	Return to Work & Wellness Programs
April 1		NO CLASS - EASTER MONDAY (Statutory Holiday)
April 8		<i>Group Work: Project Prep</i>
April 15		Project Presentations Exam Review
April 22		FINAL EXAM

Authorization

This course outline has been reviewed and approved by the Program Chairperson.

Gary Allen, Instructor

Gina Langager, Chairperson

Date Authorized

Guy Harmer, Dean

Date Authorized

Signed copies to be delivered to:

Instructor
Registrar's Office