

# WORKNC-1: OSHA 10 CERTIFICATION PREPARATION

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**Effective Term**

Fall 2025

**CC Approval**

03/07/2025

**AS Approval**

03/13/2025

**BOT Approval**

03/20/2025

**COCI Approval**

05/15/2025

**SECTION A - Course Data Elements**

**CB04 Credit Status**

Noncredit

**CB22 Noncredit Category**

Workforce Preparation

**Discipline**

Minimum Qualifications	And/Or
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Vocational (short-term): Noncredit (Specific Degree and Professional Experience)

**Subject Code**

WORKNC - Work Experience Noncredit

**Course Number**

1

**Department**

Work Skills Noncredit (WORKNC)

**Division**

Career Education and Workforce Development (CEWD)

**Full Course Title**

OSHA 10 Certification Preparation

**Short Title**

OSHA 10 Certification

**CB03 TOP Code**

0956.70 - \*Industrial and Occupational Safety and Health

**CB08 Basic Skills Status**

NBS - Not Basic Skills

**CB09 SAM Code**

C - Clearly Occupational

**Rationale**

Course updated due to renumbering.

## SECTION B - Course Description

### Catalog Course Description

This industrial and construction safety course is intended to provide entry level workers a general awareness in recognizing and preventing hazards on a job site. Occupational Safety Health Association (OSHA) recommends Safety Certification Training Program courses as an orientation to occupational safety and health for workers covered by OSHA standards, on the specific hazards of the job. Upon successful completion of the course, participants will receive a 10-hour Construction Safety Certification completion card.

## SECTION C - Conditions on Enrollment

### Open Entry/Open Exit

Yes

### Repeatability

Unlimited - Noncredit OR Work Experience Education

### Grading Options

Pass/No Pass Only

### Allow Audit

Yes

## Requisites

## SECTION D - Course Standards

### Is this course variable hour?

No

### Total Instructional Hours

14

## Distance Education Approval

### Is this course offered through Distance Education?

Yes

### Online Delivery Methods

DE Modalities	Permanent or Emergency Only?
Entirely Online	Permanent
Hybrid	Permanent

## SECTION E - Course Content

### Student Learning Outcomes

Upon satisfactory completion of the course, students will be able to:	
1.	Define OSHA and explain its function and roles.
2.	Identify, minimize, and control workplace hazards by applying OSHA standards.

### Course Objectives

Upon satisfactory completion of the course, students will be able to:	
1.	Locate and use the OSHA website.
2.	Summarize employer and employee rights and responsibilities required by OSHA standards.
3.	Outline a variety of hazardous situations including: Bloodborne Pathogens Exposure; electrical hazards; fire detection and suppression equipment use; proper storage and handling of hazardous materials; the use of personal protective equipment; causes of machine accidents; walking/working accidents related to floors, walls, holes, stairways, platforms, and ladders of scaffolding; safe means of escape from fire and similar emergencies.
4.	Identify key elements of information found on each SDS (Safety Data Sheet).

**Course Content**

1. Introduction to OSHA & the OSHA Act
2. Labels and SDS (Safety Data Sheet)
3. Employee rights under OSHA
4. Employer's Responsibilities under OSHA
5. OSHA:
  - a. Standards
  - b. Inspections
  - c. Resources
6. General Safety and Health Provisions
7. Health Hazards:
  - a. Hazardous Communications
  - b. Hazardous Materials
8. Crane and Rigging
9. Electrical Safety
10. Struck-by and Caught-In-Between Hazards
11. Fall Protections
12. Personal Protective Equipment
13. Hand and Power Tools
14. Scaffolds
15. Stairways and Ladders
16. Fire and Other Emergency Procedures

**Methods of Instruction**

**Methods of Instruction**

Types	Examples of learning activities
Lab	Internet-based, simultaneous interaction Internet-based, delayed interaction

**Instructor-Initiated Online Contact Types**

- Announcements/Bulletin Boards
- Chat Rooms
- Discussion Boards
- E-mail Communication
- Video or Teleconferencing

**Student-Initiated Online Contact Types**

- Chat Rooms
- Discussions
- Group Work

**Course design is accessible**

Yes

**Methods of Evaluation**

**Methods of Evaluation**

Types	Examples of classroom assessments
Homework	Assessment tools that demonstrate writing skill and/or require students to select, organize and explain ideas in writing.
Problem Solving	Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.
Simulation	Case Scenarios analysis and written response; group discussion and response; exercises
Skills Demonstration	All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Exams/Tests	All forms of formal testing, other than skill performance exams.
Class Participation	Participation in class activities.

## Assignments

### Reading Assignments

1. OSHA Safety Data Sheet Exercises (4 - 6)
2. OSHA Label Exercises (4 - 6)

### Writing Assignments

1. Case Scenarios analysis and written response (2 - 3)

### Other Assignments

1. Small group discussion and response to visual cues related to workplace safety (7 - 8)
2. Weekly quizzes to prepare for final exam (4 - 6)
3. Final Exam

## SECTION F - Textbooks and Instructional Materials

### Material Type

Other required materials/supplies

### Description

OSHA publications available online

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### Material Type

Other required materials/supplies

### Description

Instructor prepared materials

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## Course Codes (Admin Only)

### ASSIST Update

No

### CB00 State ID

CCC000652548

### CB10 Cooperative Work Experience Status

N - Is Not Part of a Cooperative Work Experience Education Program

### CB11 Course Classification Status

J - Workforce Preparation Enhanced Funding

### CB13 Special Class Status

N - The Course is Not an Approved Special Class

### CB23 Funding Agency Category

Y - Not Applicable (Funding Not Used)

### CB24 Program Course Status

Program Applicable

### Allow Pass/No Pass

Yes

**Only Pass/No Pass**

No