



OKLAHOMA CITY COMMUNITY COLLEGE

HEALTH AND SAFETY TRAINING

The 4th quarter Health and Safety training period begins on **April 1, 2017** and ends on **June 30, 2017**. There is not a required course for the 4th quarter. All employees have the option of any of the courses listed below.

In addition, all new hires must complete the Bloodborne Pathogens and Hazardous Communications training at the time of their initial assignment.

Steps for enrolling in a course are as follows:

1. Enter the URL into your browser’s address bar for the course (see below);
2. When prompted, log in to Moodle using your MineOnline username and password;
3. After logging in, you will be prompted to enter an enrollment key. The enrollment key is listed below.
4. Enter the enrollment key in the “Enrollment Key” field and use the “Enroll me” button.
5. This will load the topic list page.
6. You are now enrolled in the course and may begin reviewing the content. You can navigate back to the course at a later date by logging into Moodle at online.occc.edu and selecting the course from the My Courses list.
7. A score of 80% or better is required for submission.
8. If your supervisor requires a printout of your completed submission, please go into the Moodle gradebook to view and print your completed quiz. This will ensure your name is on the printout.

Disaster Preparedness http://occc.mrooms3.net/course/view.php?id=61180 Enrollment Key: 17disaster	Severe Weather http://occc.mrooms3.net/course/view.php?id=61181 Enrollment Key: 17weather
Heat Stress http://occc.mrooms3.net/course/view.php?id=61184 Enrollment Key: 17heat	Violence Prevention http://occc.mrooms3.net/course/view.php?id=61182 Enrollment Key: 17violence

In addition to the Online Trainings, the following In-Service Activities will count towards your 4th quarter Training:

Campus Safety Presentation: Property Protection Tuesday, April 4, 2017 12:30-1:20pm CU 1	Title IX Education Series: YWCA Sexual Assault Trivia Tuesday, April 18, 2017 12:30-1:20pm CU 2
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If you have any questions regarding the Health and Safety training requirements, please contact your department’s Safety Representative or Ms. Erin Logan at elogan@occc.edu.