



## **TCRMF Safety Training Resources**

If you have felt the need to provide specific training for your staff, the TCRMF Loss Control Staff has a wide variety of training presentation available. Below is a list of the frequent topics requested by Fund members. All are available as an in-person or webinar-based training.

### **Active Shooter Defense**

A Run/Hide/Fight approach to surviving an active shooter incident. The class discusses a survival mindset and situational awareness that helps you know what to do in such a situation. Safety and Security assessments as well as the right way to conduct drills are reviewed.

### **Remote Site Safety**

At times, our staff are tasked with meeting with consumers outside of the office. Unfamiliar areas and residences have the potential to create dangerous environments. In this class, we discuss five aspects of meeting with a consumer away from the office: preparing for the visit, setting the appointment, arrival at the location, meeting in the home, and leaving the home. Throughout the class, best practice concepts are reviewed to provide added awareness for the employees.

### **Workplace Violence Prevention Best Practices**

This class reviews best practice concepts to employ in our office buildings to keep both visitors and our employees safe. Lobby management, office layout, security, are just a few processes discussed in this training class.

### **Defensive Driving**

We all know how to drive but what about the other people on the road? Our defensive driving training class reviews best practice driving techniques that help keep our attention on the road rather than the distractions all around us.

### **Van Driver Training**

Some of our staff are tasked with driving a large 12-passenger van. What if they have never driven a van before? How comfortable would they feel? Van Driver training is the one and only training required by the Fund. Defensive Driving techniques, passenger placement, and other aspects are discussed in the classroom. After the presentation, attendees will then show their prowess behind the wheel by traversing through a cones course, capped off with parallel parking. You will be surprised how many can parallel park a van.

### **Van Driver Train the Trainer**

There are times throughout the year that require immediate Van Driver training of new hires. However, the Loss Control staff cannot get out quick enough to meet your needs.

For this reason, we have developed a Train the Trainer portion for this class that enables in-house staff to conduct this training.

### **Safety Inspections/Hazard Identification**

An important aspect to safety hazard mitigation is conducting a safety walkthrough of your facilities to identify and correct such hazards. In this training class, we will discuss different hazards to watch for and where they are most prevalent. Also, through open discussion in class, other hazards that you observe in the building can be examined.

### **Lock Out/Tag Out**

An effective way to safeguard against exposure to electrical energy is through Lock Out/Tag Out. In this class, we will review best practice techniques to ensure employees are aware of the proper ways to lock out and tag energized machinery/equipment.

### **Slips/Trips/Falls**

The most common accident type in America is slips, trips, and falls so it should serve as no surprise that it is also the most common accident type with all TCRMF members. In this class, we will discuss how even a ¼ inch change in elevation can trip us up. We will also examine handrails, proper dimensions of steps, and the importance of housekeeping.

### **Safe Lifting Practices**

The second most common accident type in America involves strain and sprain type injuries. From working from your laptop to assisting consumers out of bed, our colleagues experience different varieties of strain and sprain injuries. We will review best practice techniques to safer lifting and ergonomic placements.

### **Ergonomics in the Office**

Working at your desk on the laptop, sitting in a chair, placing your arms on the desk to type. All these motions play a part in the larger concept of ergonomics. Neck strains, headaches, eye strain, and a sore back can all result from improper ergonomic set up. In this class, we will discuss all aspects of your desk set up in the office.

### **Ergonomics at Home**

COVID changed the need for employees in the office. This transition led to many employees working from home. However, many transitioned without the proper equipment to have a proper ergonomic set up. This class discusses how to improvise the correct placements even when all equipment is not available.

### **Emergency Preparedness**

There are several factors that can have a significant impact on our daily business operations; flooding, hurricanes, tornadoes, workplace violence, fire just to name a few. For these reasons, it is important to have a plan before the incident occurs. In this class, we will review key components of Emergency Response and Emergency Action Plans; when to activate the plan and what to do before, during, and after the incident.

## **Accident Investigation**

The best way to prevent similar incidents or injuries from occurring in the future is to know why the incident happened in the first place. This is accomplished through Accident Investigation and is a key component of any successful safety program. We will discuss the steps of an effective accident investigation from protecting the injured employee immediately after the accident, how to interview, root cause analysis, and corrective action/preventative action selection.

## **Property Loss Control Best Practices**

Property losses do not happen often but when they do, they can be very costly. Therefore, an effective preventative maintenance program can help maintain building materials longer than if they were neglected. We will review best practice measures to assess building conditions and what areas of the building tend to deteriorate faster than others.

## **Wildfire Mitigation Best Practices**

When you think of wildfires, you often think of the Pacific Northwest or possibly areas in and around the Rocky Mountains. However, Texas is not exempt from Mother Nature's wrath or a human element mistake like a running vehicle parked in high grass. In this class will discuss the different causes of wildfires, monitoring, and creating a defensible space around your buildings.

## **Return to Work**

Employee injuries will occur, there is no denying this. However, how quickly we can bring them back to work will play a crucial role in their well-being and control claim costs at the same time. Studies have shown that the longer an employee is away from work due to an injury, the less likely they are to return to that job. We will discuss different aspects of an injury, from temporary income benefits to modified job duties.

## **Effective Safety Committees**

The backbone of a strong safety program is its Safety Committee. However, simply having one is not going to guarantee success. In this class, we will review best practices to developing an effective and efficient safety committee.

The Loss Control staff would be more than happy to assist in your training needs. The list provided is only a portion of the training presentations we have available. If you are interested in training or want to inquire about other topics, please feel free to contact your Loss Control Consultant or Jeremy Wade at [jeremy.wade@sedgwick.com](mailto:jeremy.wade@sedgwick.com). Separate online trainings are also available at [tcrmf.org](http://tcrmf.org). Contact Kathy Hulse at [kathy.hulse@sedgwick.com](mailto:kathy.hulse@sedgwick.com) for login details.