The Joint Health and Safety Committee

Course Overview:

The **Joint Health and Safety Committee** examines the role of the JHSC and the duties of the committee and its members, including the protocols and procedures that must be followed to ensure effective meetings and proper documentation.

Who Should Take the Course?

Each person who will be serving on a JHSC should understand the role of the JHSC, the duties of members, and the procedures inherent in committee functions. This course is an appropriate introduction for both management and non-management members of a JHSC. Please note that this is a general knowledge course and does not match the training requirements for 'certified members', where required by law.

Course Objectives:

Upon completion of the course, participants will be able to:

- Describe the general roles and responsibilties of the JHSC
- Know that it is the employer's responsibility to establish a JHSC, when required, and to provide JHSC members with the information and training necessary to perform committee tasks
- Identify the general responsibilities of committee members and the specific responsibilities of the Chair/Co-Chairs and Secretary
- Know the types of information that should be included in the written Terms of Reference for the committee
- Understand appropriate protocols and procedures related to planning meetings, conducting meetings, and appropriate documentation

Evaluation Process:

Throughout the course, pop quizzes and other interactive activities provide participants with opportunities to reinforce their understanding of key concepts. At the end of the course, each participant must obtain 100% on a mandatory test to confirm knowledge transfer. Those who do not pass can review the material and try again. There is no limit to the number of re-tests and questions are selected randomly from a test bank, ensuring that each testing experience is unique.

Upon successfully completing all modules, there is a printable certificate for your records.

Course Duration:

This online course is self-paced. Participants can progress from one screen at their preferred speed, can review past screens as needed, and can exit/re-enter the course whenever they like. The timeline for completion will depend on the individual participant and their prior knowledge of the subject matter. Most participants will be able to complete the course in 30 minutes or less.