



# King County Fire Training Officer's Association Officer Development Academy Course Syllabus

## Health and Safety Officer

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### Course Information

<b>Course Title:</b>	Health and Safety Officer (N.F.A. 2009 Ed.)
<b>Course Description:</b>	This course provides information on the following topics: risk management; laws, codes and standards; wellness; and the Occupational Safety and health Program.
<b>Dates:</b>	March 26 & 27, 2012
<b>Class Time:</b>	0830-1630
<b>Location:</b>	Shoreline Fire Department Station 61 – Training and Support Facility 17525 Aurora Ave. N Shoreline, WA 98177
<b>Prerequisites/Pre-course Assignment:</b>	Fire Department Affiliation Bring a copy of one of your fire departments safety policies.
<b>College Credits:</b>	Edmonds Community College

### Instructor Information

<b>Instructor:</b>	Rick Ashleman  Rick is a Battalion Chief with Shoreline Fire and has been the department's Safety Officer for over 10 years. Rick has instructed numerous classes on health and safety over the years.
<b>Instructor Phone:</b>	206.949.5729
<b>Instructor Email:</b>	rashleman@comcast.net and/or rashleman@shorelinefire.com



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**Instructor Contact:** Email: [rashleman@comcast.net](mailto:rashleman@comcast.net) and/or [rashleman@shorelinefire.com](mailto:rashleman@shorelinefire.com).  
You may contact by email at any time. Phone: 206.949.5729

### Course Design

**Text:**

**Additional Materials:** National Fire Academy HSO Student Manual (Instructor provided the first day of class)

**Course Objectives:** To provide the student with the knowledge skills and abilities to serve as a Health and Safety Officer and as an active participant in a fire department safety and health program.

Upon completion:

- Successfully complete a safety related post incident analysis.
- Analyze accident, injury or occupational death reports.

**Course Policies:** This course is designed to develop critical thinking skills requiring the students to participate in both classroom discussions and group projects. All students will respect the opinions of others and may debate in a manner that is respectful of all. You get out of the class what you put into it.

**Attendance:** Attendance is an important part of the class and will be reflected in the final grade. All students should attend each training session. Contact the instructor for to resolve any scheduling emergencies.



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**Grading:** Grading will be based on several elements totaling 100 points:

	Percent
Attendance / Participation	30
Scenario	20
Final Written	<u>50</u>
Total	100

Points	Grade	Grade
100-99	4.0-3.9	A
98-95	3.8-3.5	A-
94-92	3.4-3.2	B+
91-89	3.1-2.9	B
88-85	2.8-2.5	B-
84-82	2.4-2.2	C+
81-79	2.1-1.9	C
78-75	1.8-1.5	C-
74-72	1.4-1.2	D+
71-69	1.1-0.9	D
68-65	0.8-0.7	D-
64-0	0.6-0.0	F

**Exams:** Final written

**Instructor Tips for**

**Success:**

- Arrive at class on time.
- Be prepared to engage in discussion
- Complete all reading assignments



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## College Policies

All student policies can be located at the following locations:

- Edmonds Community College  
<http://www.edcc.edu/info/>

**Students with  
Disability:**

"If you require an accommodation for a disability, please contact your instructor.