

210 Office Ergonomics

Instructional time – 1/2 day



Target Audience

- This course is intended for office workers and supervisors that want to learn office ergonomics to prevent musculoskeletal injuries (MSIs) and repetitive strain injuries (RSIs).



Learning Outcomes

- Participants will:
 1. Understand basic concepts of ergonomics;
 2. Recognize MSI and RSI hazards in an office setting;
 3. Know types of MSIs and RSIs;
 4. Perform a basic hazard management procedure;
 5. Identify key points in the environment that effect ergonomics;
 6. Understand proactive techniques to prevent MSIs and RSIs; and
 7. Perform a site assessment.



Delivery Method

The Office Ergonomics course is divided into three parts:

- Theory; and
- Practical application in the worksite.



Demonstration of Skills and Knowledge

- Perform an ergonomic assessment.



Topics

1. Use of WorkSafe OHS Regulation;
2. Fundamentals of ergonomics;
3. MSI and RSI causes; and
4. Basic hazard management procedure.

Note: The instructor can perform ergonomic assessments if the client does not want the educational component.