

## 2022 Onsite Class – Course Description

### Course Description

The WorkSafe Champions program gives Montana State Fund policyholders a strong foundation of knowledge to develop and implement a workplace safety culture. The curriculum provides safety information and tools that the participants must use to graduate from the course.

The advantage of the onsite class format is that the policyholder will have a Montana State Fund Safety Management Consultant (SMC) conduct the course onsite at the policyholder's facility. The schedule and the pace of the course is determined and agreed upon between the policyholder and SMC.

### Course Structure

The WorkSafe Champions Onsite Class is offered to policyholders who are willing to commit at least three participants or more to the course. There are nine modules which is roughly 18 hours of classroom time. A graduation celebration will take place at the final session.

### Prerequisite

- Current Montana State Fund policyholder
- Signed agreement that your organization is committed to the program
- Demonstrated investment in safety in the last 6 months. Some examples, but not limited to, include:
  - Established safety budget
  - Designated person for safety responsibility
  - Tailgate meetings
  - Implemented safety procedure or process
  - Attend training
  - Completed safety dashboard or a portion of the safety dashboard

### Course Requirements

We request that the policyholder sign a commitment agreement with us. We will provide the outline of what Montana State Fund will provide and show the course requirements. MSF requires a minimum of three participants (more are welcomed) per policyholder. At least one of the participants needs to have influence over safety within their organization. If the policyholder already employs a WSC graduate with safety influence on staff, a participant can be accepted without authority confirmation. Participants are expected to attend most of the sessions to graduate. As stated before, the policyholder controls the schedule, so if a session is scheduled or participants are unable to attend, the policyholder can cancel the session and reschedule it.

**To graduate the participants must accomplish the following within 6 to 12 months**

- Meet the attendance requirements
- Complete the nine modules
- Conducted an assessment of their workplace (this may be done during the modules)
- Create a safety action plan (Submitted to MSF)
- Act on the plan and document the progress (Submitted to MSF)

**Course Curriculum**

Module 1 – Why Do Accidents Happen?

Module 2 – Risk Management

Module 3 – Assessing and Controlling Exposures

Module 4 – Culture

Module 5 – Workers Compensation 101

Module 6 – Safety Regulation

Module 7 – Guided Self-Assessment

Module 8 – Organizational Elective

Module 9 – We Are The Champions and Graduation!