



2018 OSHA Injury and Illness Recordkeeping and Reporting Master Class

Complying with the latest regulations to avoid costly citations

October 23, 2018 | Dallas, TX
October 11, 2018 | Chicago, IL

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Recordkeeping is important to a variety of organizational operations, but when it comes to safety, it's required. OSHA's recordkeeping standard mandates that companies record occupational injuries and illnesses and report certain incidents to the agency. Knowing the important elements of the standard is key to an effective safety program and to avoid steep penalties for noncompliance.

Attend this one-day master class for comprehensive, expert-led training on the latest in:

- Complying with OSHA's new recordkeeping and reporting rule
- Understanding the special requirements for regulated companies and industries
- Making important distinctions between first aid and medical treatment when recording injuries and illnesses
- Completing OSHA 300 forms
- Submitting data electronically in accordance with OSHA's requirements
- And More!

2018 Agenda

- Purpose and overview of OSHA's rule 1904 Recordkeeping and Reporting Occupational Injuries and Illnesses
- Regulated Companies and Industries: Understanding the recordkeeping and reporting requirements that apply to your company and the limited exemptions for small businesses, low-hazard industries, and more
- What is Recordable? The differences between "first aid" and "medical treatment," how to determine whether an injury or illness is work-related, and more
- OSHA 300 Forms: Who must complete the forms and best practices for completing them correctly
- Which establishments must electronically submit injury and illness data? What data must be submitted? Why does OSHA want this data?
- What is Reportable? The types of injuries that must be reported to OSHA and when, reasonable procedures for employees reporting work-related injuries and illnesses, and what information should employees provide about an incident.
- Most common OSHA injury and illness recordkeeping mistakes to avoid
- Scenarios: when are certain types of instances recordable, such as those involving horseplay or significant aggravation, occurring during time off, and more

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