

This document provides guidance on identifying the health and safety related training classes available to all University of Washington employees. Answer the questions below with your supervisor to determine which trainings are relevant to your job, whether or not the training is required, how the training is offered, and how frequently it is to be taken. Employees working in laboratories can use the [Safety Training for Laboratory Personnel](#) matrix to determine their trainings. Employees working in shops can use the [Safety Training for Shop Personnel](#).

GENERAL HEALTH AND SAFETY COURSES

IF YOU...	Then you take ...	It is...	Available...	Taken...	✓
<i>Are a UW employee</i>	Asbestos General Awareness	Required	Online	Initial	<input type="checkbox"/>
	Prevention of Sexual Harassment	Required	Online or In-person	Initial	<input type="checkbox"/>
	Workplace Violence Prevention Training	Required	In-person	Bi-annually	<input type="checkbox"/>
	Active Shooter Awareness Training	Recommended	In-person	Initial	<input type="checkbox"/>
<i>Will be driving a UW vehicle</i>	Driver Safety & Awareness Training	Required	Online	Every 2 Years	<input type="checkbox"/>
<i>Are expected to use a fire extinguisher</i>	Fire Extinguisher Training	Required	Online	Annually	<input type="checkbox"/>
<i>Work in kitchens, work as a plumber or roofer, cut and weld on hot metal, or work with flammable, pyrophoric, reactive materials and similar hazardous materials where fire is more likely</i>	Fire Extinguisher Training – Hands-On	Recommended	Classroom	Initially	<input type="checkbox"/>
<i>Are designated to provide First Aid/CPR during a medical emergency</i>	First Aid and CPR Certification	Required	Classroom	Every 2 Years	<input type="checkbox"/>
<i>Are an elected member of a UW Health and Safety Committee</i>	Health and Safety Committee Member Training	Required	Classroom	Every 2 Years	<input type="checkbox"/>
<i>Investigate work-related accidents</i>	Accident Investigation Training	Recommended	Classroom	Initial	<input type="checkbox"/>

PHYSICAL, ELECTRICAL, AND MATERIALS HANDLING SAFETY COURSES

IF YOU...	Then you take ...	It is...	Available...	Taken...	✓
<i>Lift 20 or more pounds, objects of any height higher than three feet, push or pull objects regularly, complete repetitive motions that may lead to back injury</i>	Back Injury	Recommended	Online	Initial	<input type="checkbox"/>
	Back Injury Prevention: Interactive Safety Video	Recommended	Online	Initial	<input type="checkbox"/>
<i>Enter permit required confined spaces</i>	Confined Space Entry	Required	Classroom	Initial	<input type="checkbox"/>
	Confined Space Entry Refresher	Recommended	Classroom	As Needed	<input type="checkbox"/>
<i>Work around or enter non-permit required confined spaces</i>	Confined Space Entry Awareness	Recommended	Online	Initial	<input type="checkbox"/>
<i>Work on equipment with electrical components, but are not required to take qualified electrical worker training</i>	Electrical Arc Flash Awareness	Recommended	Online	Initial	<input type="checkbox"/>
<i>Are a laboratory, shop, and trades personnel who periodically works on equipment with electrical components, but are not required to take qualified electrical worker training</i>	Electrical Safety – Basic	Recommended	Online	Initial	<input type="checkbox"/>
<i>Are a building evacuation warden or building evacuation director</i>	Evacuation Warden Training	Required	Classroom	Initial	<input type="checkbox"/>
<i>Work in or around trenches or excavations</i>	Excavation and Trenching	Required	Online	Initial	<input type="checkbox"/>
<i>Need a refresher or retraining to work more than 10 feet off the ground in construction or maintenance activity and use personal fall arrest devices</i>	Fall Protection Introduction	Required	Online	As Needed	<input type="checkbox"/>

<i>Work more than 10 feet off the ground in construction or maintenance activity and use personal fall arrest devices</i>	Fall Protection Training	Required	Classroom	Initial	<input type="checkbox"/>
<i>Operate a forklift</i>	Forklift, Lift-Truck Operator Safety Training	Required	Classroom	Initial	<input type="checkbox"/>
<i>Are already certified as a forklift operator and must attend a refresher</i>	Forklift, Lift-Truck Safety Training Refresher	Required	Classroom	Every 3 Years	<input type="checkbox"/>
<i>Coach/train new forklift operators</i>	Forklift Evaluator Training	Required	Classroom	Prior to start of work and every 3 years	<input type="checkbox"/>
<i>Work in an environment where the noise level is at or above the exposure limit of 85 dB</i>	Hearing Conservation	Required	Online	Annually	<input type="checkbox"/>
<i>Frequently use a ladder</i>	Ladder Safety	Required	Online	Initial	<input type="checkbox"/>
<i>May be exposed to lead-containing materials but not significant amounts of lead dust or fume</i>	Lead Awareness	Recommended	Online	Initial	<input type="checkbox"/>
<i>Work on de-energized systems (electrical, steam, pressure, hydraulic, mechanical, pneumatic, or other) to conduct maintenance or repair work</i>	Lockout-Tagout	Required	Classroom	Initial	<input type="checkbox"/>
<i>Work around employees performing maintenance or who are repairing de-energized systems.</i>	Lockout-Tagout	Required	Online	Initial	<input type="checkbox"/>
<i>Wear a respirator in the workplace</i>	Respiratory Protection Training	Required	Classroom	Annually	<input type="checkbox"/>
<i>Work on a scaffold</i>	Scaffold Safety Training	Required	Classroom	Annually	<input type="checkbox"/>
	Scaffold Safety, Basic	Required	Online	As Needed	<input type="checkbox"/>

HAZARDOUS MATERIALS

IF YOU...	Then you take ...	It is...	Available...	Taken...	✓
<i>Provide maintenance and custodial services and may disturb or come in contact with ACM</i>	Asbestos Awareness	Required	Classroom	Annually	<input type="checkbox"/>
	Asbestos Awareness Refresher	Required	Classroom	Annually	<input type="checkbox"/>
<i>Perform maintenance and alterations work on building materials that contain lead or <1% asbestos</i>	Asbestos <1% and Lead Work Practices	Required	Classroom	Initial	<input type="checkbox"/>
	Asbestos <1% and Lead Work Practices Refresher	Required	Classroom	Annually	<input type="checkbox"/>
<i>Use or have potential for exposure to recombinant or synthetic nucleic acid molecules or other biohazardous agents</i>	Biosafety Training	Required	Online	Every 3 Years	<input type="checkbox"/>
<i>Handle potentially infectious materials in your research</i>	Bloodborne Pathogens for Researchers	Required	Online	Annually	<input type="checkbox"/>
<i>Manage or clean spills of human blood or other potentially infectious materials</i>	Bloodborne Pathogens for Non-Laboratory Personnel	Required	Online	Annually	<input type="checkbox"/>
<i>Work with compressed gases</i>	Compressed Gas Safety	Recommended	Online	Initial	<input type="checkbox"/>
<i>Work with or may be exposed to formaldehyde</i>	Formaldehyde Training	Required	Online	Annually	<input type="checkbox"/>
<i>Use a fume hood</i>	Fume Hood Training	Recommended	Online	Initial	<input type="checkbox"/>
<i>Use chemicals in your education or work activities</i>	GHS - Globally Harmonized System / HazCom	Required	Online	Initial	<input type="checkbox"/>

<i>Work with or may be exposed to hydrofluoric acid</i>	Hydrofluoric Acid Safety Training	Required	Online	Initial	<input type="checkbox"/>
<i>Are a principal investigator (PI), lab manager, lab chemical hygiene officer, or lab chemical safety officer</i>	Laboratory Safety and Compliance	Required	Classroom	Initial	<input type="checkbox"/>
<i>Use Class 3b and 4 Lasers with a power greater than 5 mW</i>	Laser Worker Training	Required	Online	Initial	<input type="checkbox"/>
<i>May be exposed to lead-containing materials but not significant amounts of lead dust or fume</i>	Lead Awareness	Recommended	Online	Initial	<input type="checkbox"/>
<i>Work in laboratories where hazardous chemicals are present</i>	Managing Laboratory Chemicals	Required	Online	Prior to start of work and every 3 years	<input type="checkbox"/>
<i>Are ancillary personnel who frequents areas where radioactive material is used</i>	Radiation Safety For Ancillary Personnel	Recommended	Online	Initial	<input type="checkbox"/>
<i>Are dental personnel who works with x-ray machines</i>	Radiation Safety for Dental Personnel	Required	Online	As Needed	<input type="checkbox"/>
<i>Are nursing or other medical personnel who works with patients undergoing radiation therapy</i>	Radiation Safety for Nursing Staff	Required	Online	Initial	<input type="checkbox"/>
<i>Work with and use radioactive materials</i>	Radiation Safety Training and Final Exam	Required	Online	Initial	<input type="checkbox"/>
<i>Are an authorized radiation worker</i>	Radiation Safety Training Refresher	Recommended	Online	As Needed	<input type="checkbox"/>
<i>Work with sealed and plated sources of ionizing radiation</i>	Radioactive Safety for Sealed Source	Required	Online	Initial	<input type="checkbox"/>
<i>Wear a respirator in the workplace</i>	Respiratory Protection Training	Required	Classroom	Annually	<input type="checkbox"/>
<i>Need unescorted access to a select agents lab</i>	Select Agent Program Training for UW	Required	Classroom	Annually	<input type="checkbox"/>

HAZARDOUS WASTE MANAGEMENT AND SHIPPING

IF YOU...	Then you take ...	It is...	Available...	Taken...	✓
<i>Are a clinical and hospital worker who uses, manages, or needs to dispose of chemical waste in a laboratory or workplace</i>	Hazardous Waste Management for Clinical & Hospital Staff	Required	Online	Annually	<input type="checkbox"/>
<i>Ship any biological substance Category B materials</i>	Shipping Biological Substance Category B	Required	Online	Every 2 Years	<input type="checkbox"/>
<i>Ship small amounts (under 30ml/1 oz.) of hazardous materials, especially for air cargo shipment</i>	Shipping Dangerous Goods in Excepted Quantities	Required	Online	Every 2 Years	<input type="checkbox"/>
<i>Ship non-dangerous goods or Exempt Patient Specimens packed in dry ice, especially for air cargo shipment</i>	Shipping Dry Ice with Non-Dangerous Goods for Exempt Patient Specimens	Required	Online	Every 2 Years	<input type="checkbox"/>
<i>Prepare or ship hazardous materials</i>	Shipping Hazardous Materials	Required	Classroom	Every 2 Years	<input type="checkbox"/>
<i>Perform the final packaging steps of untreated regulated medical and biohazardous waste for collection and shipment using the UW waste contractor (Stericycle or Waste Management) for decontamination and disposal offsite</i>	Shipping Regulated Medical Waste by Contracted Carrier	Required	Classroom	Every 3 Years	<input type="checkbox"/>

FIELD WORK

IF YOU...	Then you take ...	It is...	Available...	Taken...	✓
<i>Are a UW Scientific Diver or Scientific Diver-in-Training</i>	Scientific Diver First Aid	Required	Classroom	Every 2 Years	<input type="checkbox"/>
	Scientific Diving	Required	Classroom	Quarterly	<input type="checkbox"/>
<i>Are expected to provide first aid when your field work takes you outside of urban areas where there is a reasonable expectation of first aid assistance</i>	Wilderness First Aid Training	Required	Classroom	Every 2 Years	<input type="checkbox"/>