

**JAN-JUN  
2019**



# **SELF-INSURED CLIENT EDUCATION PROGRAM CALENDAR**

**WORKERS' COMPENSATION TRUST**

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# Self-Insured Client Education Program Calendar

OSHA

## Recordkeeping: Intermediate

THU  
10  
JAN

Program 9:00 AM - 12:00 PM  
Workshop 12:00 PM - 1:00 PM  
\$50 per person, Value \$100  
2.75 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

For the veteran OSHA record keeper, this class taught by Trust staff will present a brief overview of the basics with an emphasis on complex questions, how to ensure you are not over reporting and an optional workshop to review your OSHA logs. Bring your most complicated questions and/or send them ahead to discuss during this interactive class. Severe Injury Reporting and the Electronic Recordkeeping requirements will be covered in this session. The optional workshop will be used to answer specific questions you have concerning your organization's 2018 OSHA log(s).



## National Safety Council Defensive Driving 4-Hour Course

WED  
23  
JAN

8:30 AM - 1:00 PM  
\$60 per person  
Target Audience: All Self-Insured Clients

Distracted driving is a deadly behavior. Each day in the United States approximately 9 people are killed and more than 1,000 injured in crashes that are reported to involve a distracted driver. Employees can learn to be a safer driver. Give your employees the tools they need to be a defensive driver every time they get behind the wheel. This 4-hour defensive driving course, taught by Trust staff and developed by the National Safety Council, provides practical techniques each driver can use to protect themselves and their passengers from a motor vehicle crash. Participants will receive a National Safety Council certificate upon successful completion of the class.

OSHA Safety Series

## Respiratory Protection and Personal Protective Equipment

WED  
6  
FEB

9:00 AM - 12:00 PM  
\$50 per person, Value \$100  
2.75 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

Taught by Trust staff, this program will review OSHA's Respirator and Personal Protective Equipment standards **that are required for many organizations**. Learn how these OSHA standards apply to your organization's employee safety program and how to maintain compliance with these standards. Attendees will also learn how to access the OSHA standards using the OSHA website and where to find letters of interpretation to help increase understanding of the standards. This program is not intended to be a train-the-trainer program but rather an education opportunity to gain more information about these standards that affect employee health and safety in the workplace.



THU  
14  
FEB

9:00 AM - 12:30 PM  
\$50 per person, Value \$100  
3.25 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

Is it a struggle to get employees excited about participating in your safety committee? This **UPDATED** interactive class taught by Trust staff will provide you with information and ideas to jump start and energize your committee. The Workers' Compensation Commission mandates safety committees for employers who have at least 25 employees. Why not make this requirement work to your advantage? Effective committees reduce injuries, keep employees involved and are a necessary component of an overall safety culture. Learn what other Trust members have done to make their committees an integral part of the safety culture while having fun.

OSHA Safety Series

## Emergency Planning and Fire Protection

WED  
20  
MAR

9:00 AM - 12:30 PM  
\$50 per person, Value \$100  
3.25 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

Taught by Trust staff, this **UPDATED** program will provide an overview of OSHA's Emergency Action Plan, standard 1910.38, and Fire Protection, 1910 Subpart L. This program will provide attendees with the information to organize and facilitate employee actions during workplace emergencies, and to have a solid understanding of the Fire Protection requirements to keep your staff, clients and visitors safe. We will also include information on the CMS requirements for "All Hazards Planning" and will identify training resources available to assist with training your organization's staff.



## Stepping Up to Supervisor

THU  
28  
MAR

9:00 AM - 12:30 PM  
\$75 per person  
3.25 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

Often in organizations, when openings arise for supervisors, individual contributors from the department are selected for the role but given little or no training. These new supervisors can sometimes struggle in making the shift into management. Calvin Morgan of Learning Dynamics will provide attendees with an engaging workshop which covers: distancing oneself from former peers, setting boundaries, interpersonal communication skills, coaching, providing constructive feedback, dealing with conflict, building teams and knowing when to involve one's manager.



# Self-Insured Client Education Program Calendar

## National Safety Council Defensive Driving 4-Hour Course

WED  
10  
APR

8:30 AM - 1:00 PM  
\$40 per person

Target Audience: All Self-Insured Clients

Distracted driving is a deadly behavior. Each day in the United States approximately 9 people are killed and more than 1,000 injured in crashes that are reported to involve a distracted driver. Employees can learn to be a safer driver. Give your employees the tools they need to be a defensive driver every time they get behind the wheel. This 4-hour defensive driving course, taught by Trust personnel, developed by the National Safety Council, provides practical techniques each driver can use to protect themselves and their passengers from a motor vehicle crash. Participants will receive a National Safety Council certificate upon successful completion of the class.

## Sexual Harassment Prevention Training for Supervisors

THU  
11  
APR

9:00 AM - 11:00 AM  
\$50 per person, Value: \$100  
2 CEUs from LeadingAge CT

Target Audience: All Self-Insured Clients

Led by Letizia, Ambrose & Falls, P.C. this class meets the requirements of the Connecticut law and provides participants with an understanding of the various aspects of sexual harassment. Supervisors will learn how to avoid liability by acting promptly to address a sexual harassment claim, how to properly investigate a sexual harassment claim, gain an understanding of the common mistakes involving a sexual harassment complaint, and how to avoid these costly errors. Connecticut law requires employers with 50 or more employees to provide sexual harassment prevention training to managers and supervisors within 6 months of assuming a supervisory role. Also, the Connecticut Commission on Human Rights and Opportunities suggests that current supervisors and managers complete sexual harassment prevention training every 3 years.

## Professional Series

## Workers' Compensation Claims Academy

TUE  
23  
APR

9:00 AM - 3:30 PM  
\$595 per person

11 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

TUE  
30  
APR

This **2 day in depth** course is designed for those tasked with managing workers' compensation within your organization. Taught by Trust staff, this program will start at the beginning from what a Workers' Compensation insurance policy covers to pre and post loss strategies to help mitigate Workers' Compensation losses. Topics will include: Workers' Compensation Insurance Principles, CT Workers' Compensation Laws, Understanding Key Documentation Requirements, Injury Reporting, Effective Accident Investigation and Injury Management Practices, Effective Communication with Injured Employees, Claims Administrators and Providers, Developing Productive Return To Work Programs, ADA and FMLA implications, Combating Potential Fraud, and How to Evaluate the Effectiveness of your Organization's Workers' Compensation Program's Performance. In addition, you will be provided with a Workers' Compensation Resource Workbook as part of your tuition jam-packed with sample policies, checklists, assessments and much more. You will have a far greater understanding of all the complexity surrounding injured workers and be able to make a far greater impact in managing and reducing costs for any organization you work for. A Certificate of Completion will be issued to all who complete this specialized training.

### Registration & Payment

Visit us at [www.wctrust.com](http://www.wctrust.com). Click on Self-Insured Client Educational Programs, then choose the class. Complete the registration form. It will direct you to PayPal for payment by credit card or pay by check. If you have any questions, please email [losscontrol@wctrust.com](mailto:losscontrol@wctrust.com) or call 203-678-0123.



## Common Decency®

THU  
9  
MAY

9:00 AM - 12:30 PM  
\$75 per person

3.25 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

Common Decency® provides managers with an understanding of the importance of fair and consistent treatment of all employees, as they may put themselves and their organizations at risk when they act unprofessionally or illegally. The program emphasizes that there is a strong link between employee satisfaction, customer loyalty, and profitability.

This **NEW** and interactive program taught by Calvin Morgan of Learning Dynamics, offers insight into today's diverse and complex workplace, where employees need an environment which allows them to reach their full potential, regardless of their age, race, sex, religion, ethnicity, sexual orientation, or disability.

In addition, **this course also meets** the Connecticut law that requires employers with 50 or more employees to provide sexual harassment prevention training to managers and supervisors within 6 months of assuming a supervisory role. Also, the Connecticut Commission on Human Rights and Opportunities suggests that current supervisors and managers complete sexual harassment prevention training every 3 years.





# Self-Insured Client Educational Program Calendar



WED  
15  
MAY

9:00 AM - 12:00 PM  
\$50 per person, Value: \$100  
2.75 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

This program provides specific information and material for Trust members development and implementation of an effective Return To Work policy and procedure. In addition, this program will assist with understanding the role of the medical provider and understanding how to interpret and use the information found on a Work Status Report. It will define why keeping injured workers at work is best practice; best for the worker, best for your company, and best for your operations as employers who do not accommodate RTW face increased Workers' Compensation costs, negative claims experience, and malingering employee injuries. This program will also provide insight as to what to do when you have exhausted opportunities to accommodate and recovery is not forthcoming. You will also learn **how to build** an effective Return To Work Program and incorporate this mindset into your work practices. The Trust's dedicated Return To Work Specialist will guide you through the ins-and-outs of the Return To Work arena.

## ADA and FMLA: An Advanced Program for Employers

TUE  
11  
JUN

9:00 AM - 3:30 PM  
\$100 per person, Value: \$200  
5.5 CEUs from LeadingAge CT  
Target Audience: All Self-Insured Clients

Taught by attorneys from Letizia, Ambrose & Falls, P.C., Attorney Heidi Lane, from the State of Connecticut and Attorney Anthony Pantuso of the Pantuso Law Firm, this seminar will help employers understand their responsibilities related to all types of personal, legal, medical and disability-related leaves, including where the laws intersect and overlap, as well as various light-duty work obligations. **AGAIN** this year, as an added benefit, a panel discussion will allow attendees to ask specific questions and receive feedback from the panelists.

## LOCK INTO LOSS CONTROL

Every self-insured Workers' Compensation program needs effective loss control programs to reduce employee incidents and control workers' compensation costs. Every dollar that is paid or saved goes directly to the bottom line. The importance of safety and loss control becomes even more pronounced in a self-insurance program where the costs are driven by losses. The measure of success is how well losses can be prevented or contained.

Our Loss Control staff is committed to meet your safety needs. Our Senior Loss Control Consultants have the technical expertise to help design safety programs that meet regulatory compliance and reduce hazards in the workplace. We can:

- Help guide your organization to establish a safety culture that achieves results
- Review your current programs to develop a customized loss control plan of action
- Assist with establishing safety reduction goals that can impact high cost areas
- Trend and analyze your losses
- Develop new programs and training modules to reduce loss drivers
- Customize safety training for your staff and supervisors
- Audit, consult and train to ensure your organization is OSHA compliant

Let our loss control team be a part of your team!

Contact [losscontrol@wctrust.com](mailto:losscontrol@wctrust.com) or  
(203) 678-0161 for more information

