



# OSHA Recordkeeping Workshop

Friday, April 2 or Wednesday, September 22, 2010  
Birmingham, AL



Recordkeeping violations remain among the most frequently cited standards, with a potential for six-figure penalties and adverse publicity. Smart employers recognize that OSHA recordkeeping is an excellent management tool that can help better monitor safety conditions in the workplace and address them proactively.

## COURSE OBJECTIVE

*Has your company ever been cited by OSHA for recordkeeping violations? It happens frequently!* This workshop has been developed to inform participants on what is new and different with OSHA Recordkeeping. Participants will be able to identify and use paperwork, logs and reports as required. The workshop will provide strategies for minimizing recordability and controlling escalating recordability. We will review cases and use the new forms to prepare you and your company for the changes in OSHA Recordkeeping requirements.

## PROFESSIONAL POINTS

The Deep South Center for OH&S is an approved provider of continuing education units for nurses by the AL Board of Nursing (Provider ABNP0420) and has awarded this program 4.0 contact hours. For all others, the Center has awarded this program 0.4 CEUs.

## AGENDA & TOPICS

The workshop will begin with registration at 7:45 am and conclude by noon. Topics include:

- Recording Criteria / Identifying New Cases
- Recordkeeping Guidelines - What's Recordable?
- Forms and Updating Records

## FACULTY

*Penny Nicholls, BS, RN, CCM, COHN-S.* Penny, Disability Management Consultant for Alabama Power, has received excellent evaluations of her training abilities. With over 30 years of experience in dealing with work related injuries, illnesses, workers' compensation issues and case management, Ms. Nicholls provides useful, practical solutions to recordkeeping for OSHA compliance.

## LOCATION

This workshop will be held at the Hampton Inn Colonnade in Birmingham, AL. Should you need overnight accommodations, please contact the hotel directly and mention you are attending the Deep South Center for OH&S OSHA Recordkeeping Workshop.

Hampton Inn - Colonnade—\$109 nightly  
3400 Colonnade Pkwy  
Birmingham, AL 35243  
205.967.0002

## OSHA RECORDKEEPING WORKSHOP • Now only \$50

- April 2
- September 22, 2010

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City State Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

**Registration fee of \$50 must be received in advance.** Refund requests must be made in writing 2 weeks prior to course. A 20% processing fee will be deducted. Make checks payable to University of Alabama at Birmingham. If workshop is cancelled, the Deep South Center for OH&S cannot be held responsible for travel expenses.

\_\_\_ Check \_\_\_ VISA \_\_\_ MasterCard \_\_\_ Discover

Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

Mail to: Deep South Center for OH & S  
University of Alabama at Birmingham  
1530 3rd Avenue South, RPHB 543  
Birmingham, AL 35294-0022

**REGISTER BY PHONE:** 205-934-7178, **FAX:** 205-975-7179 or  
**EMAIL:** [dsc@uab.edu](mailto:dsc@uab.edu)

[www.uab.edu/dsc](http://www.uab.edu/dsc)

## COMMENTS

- *"In my opinion, the Deep South Center for OH&S is a very, very good organization. The instructors are informative and knowledgeable."*
- *"Good course! Very knowledgeable instructor."*
- *"Awesome speaker!"*

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