

HRM 3400- Occupational Health and Safety (Sections A and B)
Course Outline (Summer 2022)

Instructor	Dr. Farimah Zadeh	E-mail	zadeh@yorku.ca
Office	ATK 044D	Office Hours	Wednesdays 12:45 to 13:45 or by appointment (Online-ZOOM)

Weekly online (ZOOM) discussion sessions and Q and A: Wednesdays 11:30 to 12:30

(The Zoom link will be posted on e-class. Attending the discussion sessions is optional. Recordings of the discussion sessions will be posted on eclass and are considered among the course resources. Refer to the course schedule table for more details)

Course Description:

This course is an introduction to the field of occupational health and safety (OHS). For this purpose, this course offers an overview of the field, OHS legislative frameworks, physical and psychological hazards, recognition and assessment techniques, and relevant interventions. Furthermore, health positive OHS interventions that focus on work-family and individual wellness issues will be reviewed. As OHS is one of the key responsibilities of human resource professionals, the focus of the course will be on the applicability of the concepts and models presented. All content covered will be guided by the principles of evidence-informed practice.

Prerequisites/Co-requisites:

AP/ADMS 1000 3.00, for all BCOM and BCOM Honours students. Prior To FALL 2009:
Prerequisite: AK/ADMS 1000 3.00, for all BCOM and BCOM Honours students. Course credit exclusions: AK/ADMS 3400 3.00, AK/HLST 3240 3.00 prior to F/W 2008.

Students are responsible for ensuring that they have these required prerequisites. Students who do not have these prerequisites are at risk of being dropped from the course at any time during the term. The School of HRM will not be responsible for refunds resulting from students being dropped from a course due to a lack of appropriate prerequisites.

Course Materials:

Kelloway, E. K., Francis, L., & Gatien, B. (2020). Management of occupational health and safety, 8th Edition. Nelson.

Course Website: <https://eclass.yorku.ca>

Course Evaluation:

Evaluation Criteria	Weight (%)
Assignment 1: Short Essay	25%
Assignment 2: OHS report	25%
Test 1	30 %
Test 2	20%
[TOTAL]	[100%]

Grades and Grading Schemes

Grade	Grade Point	Percent Range (%)	Description
A+	9	90-100	Exceptional
A	8	80-89	Excellent
B+	7	75-79	Very Good
B	6	70-74	Good
C+	5	65-69	Competent
C	4	60-64	Fairly Competent
D+	3	55-59	Passing
D	2	50-54	Marginally Passing
E	1	(Marginally below 50%)	Marginally Failing
F	0	(Below 50%)	Failing

Final course grades may be adjusted to conform to Program or Faculty grade distribution profiles.

Description of course evaluation components:

1) Short essay: A list of current topics in occupational health and safety will be provided. Students are asked to choose a topic from the list that interests them and write a maximum 2000 word essay on the subject. The essay should clarify the following: 1) why is the topic important or of interest? 2) what are the latest research and/or legislations suggesting in relevance to the topic? And 3) what are the future challenges on the topic that HR professionals/researchers/legislators should address? While the essay should be based on solid research, referenced in APA style format, students are encouraged to have a critical lens and add their own unique perspectives. The short essay is due on **JUNE 1**.

2) OHS Report: The objective of this assignment is to encourage students to stay up-to-date on relevant OHS issues covered by the media. For this purpose, select an incident relevant to OHS issues in Canada (Preferably Ontario), covered by print/online news media within the last five years. Write a maximum 2500 words report that provides the following: 1) a summary of a health and safety incident that was reported on in print/online media. 2) an analysis of the relevant health and safety legislation and 3) a conclusion about how this event could have been avoided and what safety measures should be in place to prevent it in the future. Attach or embed the article/video in your report. The report is due on **JULY 13**.

3) Test 1: Test 1 will cover chapters, lectures, online discussion sessions, and any other course material covered up until Week 7. This will be an online test that you can write remotely. The test will go live on **JUNE 15** at noon and will be in the format of essay questions. You will have 24 hours to upload your answers on e-class.

4) Test 2: Test 2 will cover chapters, lectures, online discussion sessions, and any other course material covered from test 1 up until Week 13. This will be an online test that you can write remotely. The test will go live on **AUGUST 3** at noon and will be in the format of essay questions. You will have 24 hours to upload your answers on e-class.

Course Schedule FALL 2021:

Additional readings for each week might be posted on Moodle.

Week	Topic	ONLINE discussion session Wednesdays 11:30 to 12:30 (ZOOM)
Week 1	Chapter 1: Introduction	May 11 Topics: 1. Introduction to the instructor, 2. Review of the course outline, organization of the course, and evaluative components, and 3. Activity 1.4
Week 2	Chapter 2: Legislative Framework	May 18 Topics: 1. Ontario Occupational Health and Safety Act, 2. Right to refuse work and procedure for work refusal, and 3. Zotero citation management tool.
Week 3	Chapter 3: Workers' Compensation	May 25 Topic: NEER calculator
Week 4	Chapter 4: Hazards, Risk, and Control Chapter 5: Physical Agents Chapter 6: Biological and Chemical Agents THE SHORT ESSAY IS DUE JUNE 1	June 1 Topics: 1. Synergistic effects of hazardous chemicals with lifestyle factors, 2. Evidence-based decision making, 3. The hierarchy of evidence, and 4. How to read the abstract of a systematic review (Related to week 4)
Week 5	Chapter 7: Psychosocial Hazards	June 8 Topics: 1. What to expect on Test 1, and 2. Job Characteristics Model (Job content and control)
Week 6	TEST 1 (June 15)	No online discussion session
Week 7	Reading week (June 21-24)	No online discussion session
Week 8	Chapter 8: Workplace Violence, Aggression, and Harassment	June 29 Topics: 1. More about OHS report, and 2. How to read the abstract of a systematic review (Related to week 8)
Week 9	Chapter 9: Training	July 6 Topic: How to read a systematic review (Related to week 9)
Week 10	Chapter 10: Motivation and Safety Management Systems THE OHS REPORT IS DUE JULY 13	July 13 Topic: Nuances in applying Operant conditioning techniques and Goal setting theory for OH&S.
Week 11	Chapter 11: Emergency Planning Chapter 12: Incident Investigation Chapter 13: Disability Management and Return to Work	July 20 No online discussion session
Week 12	Chapter 14: Workplace Wellness: Work-Family and Health Promotion Programs	July 27 Topic: Salutogenic vs pathogenic approach to OH&S.
Week 13	Test 2 (August 3)	No online discussion session

Course Policies:

Late Assignments:

Accordingly, assignments for this course must be received on the due date specified for the assignment. Exceptions to the lateness for valid reasons such as illness, compassionate grounds, etc., may be entertained by the course instructor but will require supporting documentation (e.g., a doctor's letter).

Missed evaluation components:

Students with a documented reason for missing a test, such as illness, compassionate grounds, etc., which is confirmed by supporting documentation (e.g., doctor's letter) may request an accommodation from the course instructor.

General Academic Policies

Important Dates:

The "Important Dates" pages listed below contain important information relevant to each term; in them, you will find classes and exams start/end dates, co-curricular days and reading week, add/drop deadlines, holidays, University closings and more:

<https://registrar.yorku.ca/enrol/dates>.

Academic Honesty:

Academic Integrity refers to a set of conventions that scholars follow in their work, and which generate credibility, trust, and respect within the academic community. As a student, earning a university degree in a fair and ethical way also involves following these conventions.

Violations of academic integrity can lead to disciplinary actions under [York University's Senate Policy on Academic Honesty](#). Effective time management and study skills can help students avoid feeling desperate and engaging in actions that violate academic integrity. See the [Time Management](#) module.

Students may also wish to review the interactive Academic Honesty module, which can be accessed here: [SPARK course in Moodle](#).

Deferred Exams:

If a student is unable to complete an exam due to an illness, a personal/family emergency, or religious observance, they may submit a request for deferred standing. **Within seven calendar days** of a missed final exam, students seeking to defer a final HRM exam must:

1. Submit a request online using the HRM Deferred Standing system: <http://shrm.laps.yorku.ca/students/deferred-exam-request/>.
2. Submit the Deferred Standing Agreement (DSA) form along with **supporting documentation** (ex. Attending Physician's Statement) to the School of Human Resource Management. Students will be notified via e-mail about the status of their request once their forms have been processed by the Undergraduate Program Director.

Religious Observance Accommodation:

York University is committed to respecting the religious beliefs and practices of all members of the community and making accommodations for observances of special significance. For further information on accommodation procedures required due to religious commitment, and the schedule of dates visit:

<https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm.woa/2/wo/34rctokbwIWrpJQ2xPLSn0/0.3.4.6.2.0>.

Alternate Exam/Testing Scheduling Centre:

York's Student Accessibility Services and the Registrar's Office work in partnership to support alternate exam and test accommodation services for students with disabilities at the Keele campus. Please alert the Course Director as soon as possible should you require special accommodations. You can review the alternate exam and test policies and procedures here: <http://altexams.students.yorku.ca/>.

York Senate Policy on Academic Accommodation for Students with Disabilities:

<http://secretariat-policies.info.yorku.ca/policies/academic-accommodation-for-students-with-disabilities-policy/>

Student Accessibility Services: <https://accessibility.students.yorku.ca/>

Grade Reappraisals:

For grade reappraisal procedures and information, please visit the Office of the Registrar site at <http://myacademicrecord.students.yorku.ca/grade-reappraisal-policy>.

Grade Scheme and Feedback (Policy):

<http://secretariat-policies.info.yorku.ca/policies/grading-scheme-and-feedback-policy/>

Student Rights and Responsibilities:

<http://oscr.students.uit.yorku.ca/student-conduct>

Counselling and Disability Services:

<http://cds.info.yorku.ca/>