



HRM 3400- Occupational Health and Safety

Course Outline (Fall 2024)

Instructor	Dr. Farimah Zadeh	E-mail	zadeh@yorku.ca
Office	ATK 044D	Office Hours	Thursdays 4:15 to 5:15 pm or by appointment (Online-ZOOM)

Weekly online discussion sessions and Q and A: Thursdays 5:30 to 6:30 pm

(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 (%)
Mini- Quizzes (10 @ 3%)	30%
Assignment 1	25%
Assignment 2	25 %
Assignment 3	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

Description of course evaluation components:

Quizzes:

Quizzes, each worth 3%, are short multiple choice tests on eclass that you can take online. The quizzes will help you track your progress and keep up with the readings. The contents tested on these quizzes are based on the textbook.

Quizzes are due before the discussion sessions of the week to which they are assigned. Please refer to the table on pages 4 and 5.

Assignment 1: Navigating OHS Legislation (Due Oct 3, 2024)

In this assignment, you get to practice your ability to navigate and apply the OHS legislation to real-world scenarios within a specific sector (e.g., construction, healthcare, manufacturing). You will write a 5–7-page report on a workplace incident covered by the media in the last five years, provide a summary of the incident and the applicable OHS legislation (highlighting its critical provisions), and propose measures for the company to comply with the relevant legislation with a particular focus on clear preventive strategies and practices.

Assignment #2: Workplace Hazard Identification and Risk Assessment (Due Oct 31, 2024)

In this assignment, you will apply your knowledge of occupational health and safety principles to identify potential hazards, assess risks, and propose effective controls within your usual work/study environment in a maximum 10-page report including photos taken by you of your select environment to support the analysis.

Assignment #3 Evidence-Based OHS Practice (Due Nov 28, 2024)

The assignment aims to enhance your critical thinking and research skills. Using evidence-based methods, you are invited to critically evaluate one of the claims in the textbook on the relationships between specific workplace hazards and diseases or the effectiveness of prevention strategies and practices by finding and synthesizing 3 to 5 relevant empirical studies.

Course Schedule FALL 2022:

Additional readings for each week might be posted on e-class.

Week	Readings	ONLINE discussion session topics Thursdays 5:30 to 6:30 pm (ZOOM)	Quizzes and assignments
Week 1	Ch1: Introduction	Sep 5 <i>Introduction to the instructor and review of the course outline, organization of the course, and evaluative components</i>	Quiz #1: Is It an Injury or an Illness? (3%) Quiz #2: Historical vs. Modern OHS Perspectives (3%) Quiz #3: Economic, legal, and moral arguments for OH&S (3%)
Week 2	Ch 2: Legislative Framework	Sep 12 <i>Ontario Occupational Health and Safety Act</i>	Quiz #4: Worker Rights in OHS Scenarios (3%) Quiz #5: Right to Refuse Work Scenarios (3%)
Week 3	Ch 3: Workers' Compensation	Sep 19 <i>NEER calculator</i>	Quiz #6: Frequency, Severity Rate, Premium Amounts (3%)
Week 4	Ch 4: Hazards, Risk, and Control	Sep 26 <i>Evidence-based decision making in Occupational Health and Safety</i>	Quiz #7: Identifying Types of Controls in the Hierarchy of Control (3%)
Week 5	Ch 5: Physical Agents Ch 6: Biological and Chemical Agents	Oct 3 <i>Finding good evidence and integrating evidence from different sources</i>	Assignment #1 is due. (25%)
Week 6	Ch 7: Psychosocial Hazards	Oct 10 <i>Job Characteristics Model (Job content and control)</i>	
Week 7		Oct 17 No online discussion session	Reading week
Week 8	Ch 8: Workplace Violence, Aggression, and Harassment	Oct 24 <i>How to read a systematic review</i>	Quiz #8: Understanding Types of Workplace Violence (3%)
Week 9	Ch 9: Training	Oct 31 No online discussion session	Assignment #2 is due. (25%)
Week 10	Ch10: Motivation and Safety Management Systems	Nov 7 <i>Nuances in applying Operant conditioning</i>	Quiz #9: Identifying Psychological Theories

Week	Readings	ONLINE discussion session topics Thursdays 5:30 to 6:30 pm (ZOOM)	Quizzes and assignments
		<i>techniques and Goal setting theory for OH&S.</i>	in OHS Behavioral Interventions (3%)
Week 11	Ch 11: Emergency Planning Ch 12: Incident Investigation	Nov 14 No online discussion session	
Week 12	Ch 13: Disability Management and Return to Work	Nov 21 <i>Citation management tools</i>	Quiz #10: Identifying Categories of Work Accommodation (3%)
Week 13	Ch 14: Workplace Wellness: Work-Family and Health Promotion Programs	Nov 28 <i>Salutogenic vs pathogenic approach to OH&S.</i>	Assignment #3 is due. (20%)

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/34rctokbwIWrpJQ2xPLSn0/0.3.4.62.0>.

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/>