



P.O.W.E.R.™ Program

General Industry Training Course Catalog



Building the Workforce & Workplace Culture of the Future

Training Regulations

California Regulations include:

- CCR T8 §3203 (Injury & Illness Prevention Program - IIPP)
- CCR T8 §5110 (Ergonomics Standard - Repetitive Motion Injuries - RMI)
- CCR T8 §3345 (Hotel Housekeeping Musculoskeletal Injury Prevention Program - MIPP)

OSHA regulations require that employees and supervisors receive “effective” training:

- Upon implementation of program
- When a new company opens
- When new employees are hired and when employees are transferred
- As the result of a renovation
- When risk is discovered through a risk assessment and/or an injury investigation
- When more than 1 of the same type of injury occurs during a 12 month period (Refer to CCR T8 §5110)
- At least annually

Measuring the effectiveness of training at producing behavioral change or performance improvement is challenging, yet OSHA rules require employers to verify employees’ competent performance after training.

According to OSHA, verifying competent performance means that a qualified trainer must observe or otherwise confirm trainees’ ability to perform tasks properly and safely and to ensure employees understand the key skills and concepts covered in the training. A brief video and simply having an employee complete a quiz after taking a training course is not enough to verify competent performance according to OSHA’s definition.

In addition, OSHA regulations state that supervisors must ensure that employees are complying with your IIPP/MIPP program. This means that employees must use the appropriate tools and equipment for each task, tools must be utilized in the appropriate way, employees must use proper ergonomics/body mechanics when performing tasks and must follow safe work practices at all times.

Accurate Ergonomics training courses include a three phase education and skills training process which ensures that employees and their supervisors learn, practice and master the skills included in each phase of training. Phase 1 leadership (Page 2) and employee training (Pages 3-7) teaches employees the skills necessary to perform tasks efficiently and without becoming injured. Phase 2 (Page 8) reinforces the skills learned and employees receive a baseline efficiency score. Phase 3 (Page 9) ensures that employees are mastering their skills and that everyone is complying with your program. Each phase includes an easy to use process to document improvements and maintain compliance with OSHA requirements.

This general industry course catalog includes training courses that may be delivered by Accurate Ergonomics specialists or by internal training personnel. Many courses are available to be taken individually (Call for Details). P.O.W.E.R. training deliverable options are located in the Implementation & Instructor Guide, as well as in the P.O.W.E.R. Program Deliverables Catalog. Phase 2 & 3 deliverables are sold separately and are included in AE’s Compliance & Sustainability Packages.

Call Accurate Ergonomics at 1.866.950.3746 or email info@accurateergonomics.com for additional details and to have one of our learning specialists assist you in setting up your training courses and program.

General Industry

P.O.W.E.R. Training is Designed for Every Company & Worker
(Positive Outcomes in Wellness Ergonomics and Risk)

P.O.W.E.R.™ Leadership and Supervisor Development Training (Train-the-Trainer)



Train-the-Trainer and/or Leadership Training Delivery Options

- **Course 1001 (On-Site)**
 - Virtual or on-site, delivered by Accurate Ergonomics (AE) specialists.
 - 1 module, 3 hour course.
- **Course 4688 (Online)**
 - Individual Learning (IL) through the Accurate Ergonomics Learning Management System (LMS).
 - 1 module, 2 hour course, includes a final test.
 - Course includes a voice over by AE specialists.
 - English Only.

Course Deliverables

- Course 1001 includes a P.O.W.E.R. Training Implementation & Instructor Guide, printed and shipped to your location via FedEx.
- Course 4688 includes a P.O.W.E.R. Training Implementation & Instructor Guide, which is printed from inside of the course to a local on-site printer.

About this Course

Internal trainers and supervisors receive a complete overview of the 3 phases of the P.O.W.E.R. training program, process and available courses. Participants learn about: their roles and responsibilities, how to improve employee health and wellness, prevent illnesses and injuries, why and how to deliver training to employees, plus how to engage in and support the training program. Phase II and III courses can be found on pages 8 and 9 in this catalog.

Employee & Workforce Education and Skills Training

P.O.W.E.R.™ Training (Positive Outcomes in Wellness, Ergonomics and Risk)



Delivery Options

- **Course 1011 On-Site Classroom Training**
- Delivered on-site by Accurate Ergonomics (AE) specialists.
- 6 module, 4 hour course, maximum 15 participants.
- **Course 6165 Online Classroom Learning (English) (CL-WD)**
- Classroom Learning (CL) is delivered by internal personnel (Manager, Supervisor or Trainer) through the Accurate Ergonomics Learning Management System (LMS).
- 6 module, 4 hour course which may be delivered one module at a time over several days or weeks.
- Course includes a voice over by AE specialists. Trainer acts as a course guide and mentor.

Course Deliverables

- Course includes: sign-in sheets, course checklists, core, stretch & flex exercises, handout materials, and course evaluations, that the instructor prints at their local on-site printer. Deliverables may be ordered, custom printed and shipped to you location or facilities, if requested via FedEx. If you prefer to have deliverables custom printed, you may also choose course 530.
- Additional deliverables are available. See P.O.W.E.R. Program Deliverables Catalog or the Implementation & Instructor Guide for a list of available deliverables.

About this Course

This integrated Health, Ergonomics and Musculoskeletal Injury Prevention course includes 6 engaging and progressive modules. Employees learn why and how to maintain their health and fitness, perform tasks efficiently, and how to prevent injuries at work and home, for life. This course is Phase I of a III Phase process. See implementation guide.

Employee & Workforce Education and Skills Training

P.O.W.E.R.™ Training (Positive Outcomes in Wellness, Ergonomics and Risk)



Delivery Options for “Internal Trainers & Consultant Trainers” (No Voice Over) (English)

- **General Employee Training (GET) (CL - With or Without a Course Workbook)**
- **Course 530 Classroom Learning (CL) 4-5 Hours (No Course Workbook)**
- **Course 615 Classroom Learning (CL) 4-5 Hour Course (With Course Workbook)**
- **Course 1796 Classroom Learning (CT-CL) 4-5 Hour Course (With Course Workbook)**
- **Course 1806 Classroom Learning (CT-CL) 3 Hour Course (No Course Workbook)**
- Classroom Learning (CL) is delivered by internal personnel or AE Consultant Trainers (CT) through the Accurate Ergonomics Online Learning Management System (LMS).
- All of the courses above are one training presentations that contain 6 modules except courses 613 and 530, which are 6 separate but connected modules. Courses are 3 to 4-5 hours. The 4-5 hour courses can be taught with Course Workbooks (Sold Separately) or with individual documents. The duration of the course depends on the number of deliverables utilized during the course.
- Courses 1796 & 1806 are classroom training courses accessed and taught by AE Consultant Trainers.
- Individual documents are included in some Doc-in-a-Box™ training packages that are printed and shipped via FedEx to your location/s. If you desire to print your own individual documents, see course 6165 on page 3. All courses may be delivered in one or more sessions, or one module at a time over several days or 2-3 weeks.
- Internal Trainers (Managers and Supervisors) read and refer to the presentation content and follow the instructions in the course and in their Implementation Guide. The instructor actively teaches the class, distributes course materials, pauses to discuss topics of increased concern depending on the group being taught, demonstrates POWER skills during practice sessions.

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- **General Employee Training (GET) (CL - With or Without a Course Workbook)**
- **Course 530 Classroom Learning (CL) 4-5 Hours (No Course Workbook)**
- **Course 615 Classroom Learning (CL) 4-5 Hour Course (With Course Workbook)**
- **Course 1796 Classroom Learning (CL) 4-5 Hour Course (With Course Workbook)**
- **Course 1806 Classroom Learning (CL) 3 Hour Course (No Course Workbook)**

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- Course Workbooks contain quizzes, tests, checklists and other documents. Non-Workbook courses utilize: sign-in sheets, optional surveys, course checklists, core and safe stretch exercises, handout materials and course evaluations. Pocket cards are printed and shipped separately to via FedEx or US Mail.
- Additional deliverables are available. See P.O.W.E.R. Program Deliverables Catalog or the Implementation & Instructor Guide for a list of available deliverables.
- Contact Accurate to inquire about Spanish speaking/voice over courses.
- Most if not all course deliverables are available in Spanish.

About these Courses

These integrated Health and Wellness, Ergonomics and Musculoskeletal Injury Prevention courses include 6 engaging and progressive modules.

Employees learn why and how to maintain their health and fitness, perform tasks efficiently, and how to prevent injuries at work and home, for life.

These are also Phase I of III training process steps or phases.

Employee & Workforce Education and Skills Training

P.O.W.E.R.™ Training (Positive Outcomes in Wellness, Ergonomics and Risk)



Delivery Options for Individual Learning Courses (IL)

- **Course 965 & (IL) includes Mandatory Course Deliverables and a Final Test.**
- **Course 967, 971, 567 (IL) include a Pre-Training Quiz, Course Materials & a Final Test.**
- **Course 97 includes Pre & Post Training Quizzes, All Course Materials, a Final Test, and a COVID-19 Infections Disease Control and Best Practices Training, with it's own quiz.**
- **Above Courses include a Printable P.O.W.E.R. Course Completion Certificate, based on an 80% or better score on the tests.**
- During these courses, learners are instructed to print materials prior to a module or in between modules on a local on-site printer.
- Courses are 6 or more modules and will take approximately 3.5 to 4 hours to complete.
- Individual Learning courses are best delivered via a computer (Computer-Based Training), or other smart device.
- P.O.W.E.R. training is best delivered via classroom training sessions to adult learners.
- For convenience, to ensure that everyone has equal access to this valuable training, and for people whom are not able to gather in groups for training, Individual Learning courses deliver: the same critical information, filling knowledge gaps with accurate information that is designed to help bring about meaningful behavioral changes, and teach the P.O.W.E.R. skills necessary for physical and mental success, in every body's career and life, at work and at home.
- Individual Learners are asked and encouraged to engage in the modules, such as practicing the AE Warm-Up & SAFE stretch routine during module 2, and the POWER Posture lifting techniques taught during module 5.
- See the P.A.U.S.E. for Prevention Course Catalog for courses that address health, wellness, ergonomics and injury prevention for at-desk employees. There is even a course for those working at home.

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Employee & Workforce Education and Skills Training

P.O.W.E.R.™ Training (Positive Outcomes in Wellness, Ergonomics and Risk)



Delivery Options for Individual Learning Courses (IL)

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- With Individual Learning courses (IL) courses, AE recommends that trainers, supervisors or other designated personnel (Prevention Champions), follow up with every learner in a timely manner and have each person demonstrate their P.O.W.E.R. lifting techniques to ensure that they learned the critical and efficient 10 POWER Steps that will save each person time and help prevent a future injury. Whether they did or did not embrace the practice at that time, it will do each person good to practice and give you a reason to connect and communicate.
- NOTE: Modules 7 and 8 are designed to reinforce skills learned, then coach people toward sustainable success.
- Licensed Users and Group Leaders that are enrolled in the AE Learning Management System (LMS) are able to assign courses, track start to finish metrics, quiz and test scores 24/7, and deliver additional training modules, if or as available, all through the Accurate Ergonomics Learning Management System (LMS).
- Course pocket cards are printed and mailed to your location. Spanish deliverables are available.
- Additional deliverables are also available. See the P.O.W.E.R. Program Deliverables Catalog and/or the Implementation & Instructor Guide than comes with most packages, and is included in Leadership and Train-the-Trainer courses as a print your own document. Note: Most deliverables are available in Spanish.

About these Courses

These integrated Health, Ergonomics and Musculoskeletal Injury Prevention courses includes 6 engaging and progressive modules. Employees learn why and how to maintain their health and fitness, perform tasks efficiently, and how to prevent injuries at work and home, for life.

This course is Phase I of a III Phase process. See implementation guide.

P.O.W.E.R. Training Phase II

P.O.W.E.R. General Industry - Skills Reinforcement Training (SRT) Train-the-Trainer



Phase II P.O.W.E.R. Delivery Options

- **Course 1007**
- Virtual or on-site, delivered by Accurate Ergonomics (AE) specialists.
- 1 module, 2 hour course, 10 maximum.
- **Course 4732 (IL) (Online) Train-the-Trainer**
- Individual Learning (IL) through the Accurate Ergonomics Learning Management System (LMS).
- 1 module, 1.0 hour course, includes a final test.
- Course includes a voice over by AE specialists. English Only.
- **Course 1007: AE specialists deliver SRT to employees versus purchasing a SRT Do-it-Yourself (DIY) package (See Course Deliverables below).**

Course Deliverables

- Course includes: A Skills Reinforcement Training (SRT) Implementation & Instructor Guide that participants print to their local on-site printer (may be printed and shipped separately, if desired).
- Skills Reinforcement Training Packages are purchased separately and include: Sign-In Sheets, Observation Worksheets and Employee Communication & Score Cards, which are printed and shipped to your hotel via FedEx. **English and Spanish Employee Deliverables are Available.**

About this Course

Internal trainers and supervisors receive a complete overview of phase 2 P.O.W.E.R. training, including why and how to deliver SRT to employees, plus how to engage in and support this critical behavioral change process. This course also explains the next step of P.O.W.E.R. training (Phase 3 Precision Development/POWER Coaching), so that instructors are able to set the stage for what will occur next.

P.O.W.E.R. Training Phase III

P.O.W.E.R.™ Precision Development Training (PDT) / POWER Coaching / Train-the-Trainer



Phase III P.O.W.E.R. Delivery Options

- **Course 1008**
- Virtual or on-site, delivered by Accurate Ergonomics (AE) specialists.
- 1 module, 2 hour course.
- **Course 4725 (IL) (Online) Train-the-rainer**
- Individual Learning (IL) through the Accurate Ergonomics Learning Management System (LMS).
- 1 module, 1.0 hour course, includes a final test.
- Course includes a voice over by AE specialists. English Only.
- **Course 1008: AE specialists deliver on-site PDT/POWER Coaching to employees versus purchasing a Do-it-Yourself (DIY) package (See Course Deliverables below).**

Course Deliverables

- Course includes: A Precision Development Training (PDT) / POWER Coaching Implementation & Instructor Guide that participants print to their local on-site printer (may also be printed and shipped separately, if desired).
- Precision Development Training / POWER Coaching packages are purchased separately and include: Sign-In Sheets, Observation Worksheets and Employee Communication & Score Cards, which are printed and shipped to your hotel via FedEx. **English & Spanish Employee Deliverables are available.**

About this Course

Internal trainers and supervisors receive a complete overview of phase 3 of P.O.W.E.R. training, including why and how to deliver PDT/POWER Coaching to employees, plus how to engage in and support this behavioral change process. Phase 3 builds efficient and sustainable prevention-based behaviors, plus the coaching process ensures that compliance is maintained and well documented.