

December 2005



## Season's Greetings and Merry Christmas!

AMHSA staff and Board of Directors would like to take this time to wish everyone the best of the holiday season. Just a note - AMHSA's offices will be closed the week of December 26 through December 30, as well as Monday January 2. We will reopen on January 3, 2006.

### Hiring a Health and Safety Consultant

Several municipalities have been exploring the possibility of hiring a consultant to help them develop and implement a health and safety management system. We are really pleased that you are committed to managing health and safety, and that you are willing to make such a significant investment. But... it is a buyer beware market. As with hiring any consultant, there are issues to be aware of, and cautions to be taken.

1. Know what you want them to do - have some definite ideas about what you need help with, and what you want the consultant to help you accomplish. Do you want them to help you with identifying hazards, develop some tracking systems, create forms, consult with employees...
2. Recognize that if you are hiring someone to create a health and safety management system for you - don't. The consultant should help **you** develop a system, not do it for you. It is very easy for a consultant to slap together a binder of policies, procedures, guidelines, etc. But this is not a health and safety management system. A health and safety management system needs to be managed by your management team, and needs the involvement of your organization's leadership and front line staff. The consultant just provides the technical expertise.
3. If you want your health and safety management system to meet the Partnerships standard (to achieve a Certificate of Recognition, and receive the rebates from WCB) make sure that the consultant is familiar with AMHSA's Partnerships protocols. If you are hiring a consultant to perform an external audit in order to achieve a Certificate of Recognition, be aware that:
  - a. the consultant must be certified to audit using the AMHSA audit protocol
  - b. the consultant cannot have been involved in helping you develop and implement your health and safety management system
4. If a consultant **promises** that they can get a Certificate of Recognition for you, have doubts. This is like all those diet ads promising that you'll lose 20 pounds in two weeks. Some things just aren't

realistic. The consultant can not do this work for you - you are required to participate in the process. So they can only promise to help you, and if you pull your weight, you **might** get a Certificate of Recognition.

Alberta Human Resources and Employment has created the WorkSafe Alberta website, an information sharing network. There is a consultants listing on this website, sorted by the types of services they offer. The government does not endorse the consultants on this list, but offers it to you as a service. To access this listing, go to: [www.whs.gov.ab.ca/network](http://www.whs.gov.ab.ca/network) and look for the consultants list in the headings at the top of the page.

## Spring Course Schedule

The spring 2006 course schedule is being developed right now and will be mailed out and posted to the web by Christmas time. As in the fall, we will be offering our schedule of courses in the Calgary and Edmonton areas, starting in late February. Courses will run if there is enough demand.

Historically many courses offered in locations further from the major centers have been cancelled due to lack of demand. But we would love to come out to your location, and if you are interested in having us come to you, we will. The course costs are the same (see below), and you save on travel and time costs for your employees. We only ask for 10 participants in order to make the trip. If you do not have 10 people in your own organization who would like to attend, contact your neighbouring towns, villages, counties or MD's.

type of course	price per person (municipal employee)	price per person (associate member)
1/2 day	\$30	\$40
1 day	\$40	\$60
2 day	\$75	\$150
Equipment Operator Safety	\$150	\$200
Defensive Driving	\$50	\$75
Violence Prevention	\$75	\$100
First Aid		
⇒ emergency	\$55	not offered
⇒ standard	\$110	not offered

## Health & Safety Management Systems and Auditing Courses

Speaking of on-site courses, the City of Edmonton has asked AMHSA to provide **Health and Safety Management Systems**, and **Health and Safety Management System Audit** for their employees. These are the two courses that are required for individuals to become auditors. Each course is two days in duration (so \$75 per person, per course). The City does not have 10 people that it wants certified, and so is welcoming individuals from other municipalities to attend. Tentatively we have planned to hold these courses during the week of January 23<sup>rd</sup>. If you would like to find out more about these courses, call Lorraine at 1-800-267-9764.

## Draw Prize Winners

There were two health and safety conferences in November: The Health and Safety Conference Society Association conference in Calgary, and the RUSA/ACSC/AMHSA conference in Red Deer. AMHSA supported and attended both conferences, and had a booth in both trade shows. Thanks to all of you who stopped by our booth, and entered their name in the draw for an AMHSA fleece vest and travel mug.

Draw winners were:

- Pat Almond, Amygdalus Technical Training (HSCSA conference)
- Les van As, Calgary Housing Company (HSCSA conference)
- Owen Pierson, Lacombe County (RUSA/ACSC/AMHSA conference)