



**The University of Jordan**

**Accreditation & Quality Assurance Center**

**COURSE Syllabus**

<b>1</b>	Course title	<b>Health and Safety in Work Setting</b>
<b>2</b>	Course number	<b>0701407</b>
<b>3</b>	Credit hours (theory, practical)	3 hours
	Contact hours (theory, practical)	-
<b>4</b>	Prerequisites/corequisites	
<b>5</b>	Program title	B.Sc. in Nursing
<b>6</b>	Program code	
<b>7</b>	Awarding institution	The University of Jordan
<b>8</b>	Faculty	Faculty of Nursing
<b>9</b>	Department	Department of community Nursing
<b>10</b>	Level of course	2 <sup>nd</sup> and 3 <sup>rd</sup> year
<b>11</b>	Year of study and semester (s)	First semester 2015/2016
<b>12</b>	Final Qualification	Bsc in Nursing
<b>13</b>	Other department (s) involved in teaching the course	-
<b>14</b>	Language of Instruction	English
<b>15</b>	Date of production/revision	24/5/2015

**16. Course Coordinator:**

Office numbers, office hours, phone numbers, and email addresses should be listed.

**17. Other instructors:**

*Office numbers, office hours, phone numbers, and email addresses should be listed.*

**18. Course Description:**

This course introduces the students to the concepts and issues related to maintenance of health through the prevention of occupational hazards for nurses, clients, and community. It includes safety measures in relation to the nurse's and clients immediate accidents, planning safety precautions, and teaching prevention measures. Students will demonstrate a base of knowledge in the recognition and assessment of health and safety hazards in any clinical setting

**19. Course aims and outcomes:**

A- Aims:	
The aim of this course is to ensure that all students receive essential knowledge and information related to work place safety and assess all health hazards and possible injuries in all health settings in order to provide a healthy and safe occupational environment	
<b>B- Intended Learning Outcomes (ILOs):</b> Upon successful completion of this course students will be able to ...	
1. Knowledge and Understanding	
1.1.. Recognize the basic concepts and principles related to occupational health and safety	
1.2. Identify the role of the nurse in the occupational setting	
1.3..Review relevant safety factors affecting health to reduce injuries	
1.4 recognize concepts related to Epidemiology and Occupational and environmental health	
2. Intellectual Analytical and Cognitive Skills	
2.1..Detect potential workplace safety and health hazards and determine how to mitigate them	
2.2.. Distinguish the ethical and legal issues related to the practice of occupational health care	
2.3. Analyse hazardous factors affecting the client's health at work setting	
2.4 Ensure accident causal factors and accident prevention principles	
3. Subject/ Specific/ Practical Skills	
3.1. .Demonstrate the ability to assess the basic needs to provide a healthy and safe occupational environment	
3.2. Apply appropriate nursing actions according to the identified needs of clients at work place	
3.3. .Acquire the ability to assess environmental health risks across settings	
4. Creativity /Transferable Key Skills/Evaluation	
4.1. Enhance health promotion/prevention/ protection concepts to occupational health and safety programs	
4.2..Design an occupational health project related to an environmental hazards in any setting using all principles and concepts regarding occupational health and safety	

**20. Topic Outline and Schedule:**

Topic	Week	Instructor	Achieved ILOs	Evaluation Methods	Reference
Introduction and Definitions	Week 1		1.1	Mid term exam Final Exam	Reference 2 chapter 24
Care of clients in the clinical setting	Week 2		1.1,1.2, 2.1	Mid term exam Final exam	Reference 2 chapter 24
Emphasis in primary prevention , secondary prevention, tertiary prevention in work settings	Week 3		1.1 , 1.3, 1.2 4.1	Mid term exam Final exam	
Basic legal and ethical concepts and principles related to occupational health nursing practice	Week 4		2.2	Mid term exam Final exam	Reference 1 Chapter 3
Legal responsibilities of the occupational health nurse	Week 5		2.2	Mid term exam Final exam	Reference 1 chapter3
Purposes of documentation and record keeping Worker's compensation benefits & work related illness	Week 5		2.2, 2.3	Mid term exam Final exam	Reference 1 chapter3
Scientific foundations of occupational health nursing practice	Week 6		2.3	Mid term exam Final exam	Reference 1 chapter 5
Concepts related to epidemiology & occupational health nursing	Week 7		1.4	Mid term exam Final exam	Reference 1 chapter 5
Ergonomics Pre-event , Event, Post – event countermeasures of hazards & Injury	Week 8		2.3 ,3.2		

	Week 9		1.1,1.2,2.1,2.2, 2.3,3.2, 4.1,1.4,	Mid Term Exam	
Environmental Health	Week 9		2.3,2.4,	Final exam	Reference1 chapter6
Types of hazards controls	Week 10			Final Exam	Reference 1 chapter 6
Near Hit events(Near Miss)	Week 11			Final Exam	Reference 1 chapter 6
	Week 12-week 14		4.2	Project presentations	According to a criteria attached
	Week 15		All I LO,s	Final Exam	

### 21. Teaching Methods and Assignments:

Development of ILOs is promoted through the following teaching and learning methods:

1. Interactive lectures
2. Group discussion
3. Group project

### 22. Evaluation Methods and Course Requirements:

Opportunities to demonstrate achievement of the ILOs are provided through the following assessment methods and requirements:

Mid term exam	30%
Project & presentation	20%
Final exam:	50%

### 23. Course Policies:

A- Attendance policies:

- a. Students must attend all classes of this course.
- b. Any student with absence of 15% of the classes of any course, will be illegible to sit for the final exam and will be given the university zero (F grade) in this course.
- c. In the case (b) above, if a student submits an official sick report authenticated by university clinic or an accepted excuse by the Dean of his/her faculty, the student will be considered as withdrawn from the course, and a "W" will be shown in the transcript for this course.
- d. Students are not allowed to come late to classes. Any student coming late will not be allowed to attend the class and he/she will be marked absent

**B- Absences from exams and handing in assignments on time:**

- a. Failure in attending a course exam other than the final exam will result in zero mark unless the student provides an official acceptable excuse to the instructor who approves a make up exam.
- b. Failure in attending the final exam will result in zero mark unless the student presents an official acceptable excuse to the Dean of his/her faculty who approves an incomplete exam, normally scheduled to be conducted during the first two weeks of the successive semester.

Assignments and projects should be submitted to the instructor on the due date

**C- Health and safety procedures****D- Honesty policy regarding cheating, plagiarism, misbehavior:**

Cheating, plagiarism, misbehavior are attempts to gain marks dishonestly and includes; but not limited to:

- Copying from another student's work.
- Using materials not authorized by the institute.
- Collaborating with another student during a test, without permission.
- Knowingly using, buying, selling, or stealing the contents of a test.
- Plagiarism which means presenting another person's work or ideas as one's own, without attribution.
- Using any media (including mobiles) during the exam.

**E- Grading policy:**

A grade of (D) is the minimum passing grade for the course.

Mark Range	Grade
0-34	F
35-46	D-
47-49	D
50-52	D+
53-56	C-
57-60	C
61-64	C+
65-69	B-
70-74	B
75-79	B+
80-83	A-
84-100	A

**F- Available university services that support achievement in the course:**

- Faculty members website
- E-Learning website

**24. Required equipment:**

- Audio-Visual Aids
- Faculty member's Website
- E-Learning Website

**25. References:**

A- Required book (s), assigned reading and audio-visuals:

1. Salazar, M. K. (2006). Core curriculum for occupational and environmental health nursing. St. Louis, MI: Saunders, Elsevier.
2. Clark, M. J. (2008). Community health nursing: Advocacy for population health. New Jersey: Pearson

B- Recommended books, materials, and media:

- Hughes, P., & Hughes, L. (2008). Easy guide to health and safety. Burlington, MA: Elsevier Butterworth-Heinemann.
- Ridley, J. (2008). Health and Safety. . . in brief. Burlington, MA: Elsevier Butterworth-Heinemann.
- Tweedy, J. T. (2005). Healthcare Hazard Control and Safety Management. Boca Raton, FL: Taylor & Francis Group, LLC.
- Taylor, G., Easter, K., & Hegney, R. (2004). Enhancing Occupational Safety and Health. Burlington, MA: Elsevier Butterworth-Heinemann.

**26. Additional information:****Project Criteria**

This project will be a group project. Each student will participate in a team project. With your team, select a work setting to be studied. Using the materials that were covered in Health and Safety in Work Setting course, each team has to:

- Give a brief description about the selected work setting e.g. number of employees, building/s description, availability of medical care in work settings, characteristics of employees, obtaining quality certifications and standards.....etc.
- Assess the work settings for health and safety issues including the following: biophysical considerations, psychological considerations, physical environmental considerations, sociocultural considerations, behavioural considerations, health system considerations
- Assess for the hazards or risks and related possible injuries that were found in the selected work setting. Discuss these hazards based on available literature.
- Discuss the organization's written health and safety policies. Also discuss the health and safety precautions that were really applied in this work setting.
- Give your recommendations for improvement and present a course of action regarding health and safety issues in this work setting.

The project is an opportunity to apply concepts and principles covered in this course. Each group of students will provide a written report and should present their findings and recommendations in 30 minutes presentation. Use of visual aids is mandatory.

Name of Course Coordinator: -----Signature: ----- Date: -----

Head of curriculum committee/Department: ----- Signature: -----

Head of Department: ----- Signature: -----

Head of curriculum committee/Faculty: ----- Signature: -----

Dean: ----- -Signature: -----



Copy to:

Head of Department  
Assistant Dean for Quality Assurance  
Course File