

Become an OSHA Authorized Outreach Trainer



THE GOAL: Select and enroll only applicants who can be considered experienced, credible, and competent to deliver the 10 and 30 hour outreach learning objectives.

THE METHOD: *The OSHA Outreach Trainer course prerequisite verification process requires a prospective student to document at least five (5) years of occupational (workplace) safety and health experience in a respective industry (General Industry, Construction or Maritime). It is the responsibility of the OTI Education Center to evaluate information submitted on the form to determine IF an individual should be enrolled in an Outreach Trainer course, and has met all the prerequisite requirements set forth by the Directorate of Training and Education/OSHA. It's expected that the workplace experience noted on the form is detailed in such a way that it is sufficiently broad in scope and application, that an OTI Education Center may consider the applicant to

possess the potential to be effective, i.e. teaching a wide variety of safety and health hazards, prevention and mitigation methods to entry level workers and/or workers and supervisors with some safety responsibilities. Safety and health experience need not be full time, but it must be clear that a fair percentage of work time is spent on safety related activities that support the control or elimination of recognized workplace hazards, and enhances well-being of self and co-workers.

Step 1:

OSHA Standards Course

Valid Government ID must be presented at class

Successfully complete the OSHA Standards course for the desired discipline (Construction OSHA #510, General Industry OSHA #511, Maritime OSHA #5410 - OSHA Standards courses must be taken with seven years of the associated outreach trainer courses).

Visit OSHAedNE.com to find upcoming scheduled courses conveniently located near you. OSHA courses can be arranged for groups on-site by contacting the OSHA Education Center.

Standards courses survey OSHA policies, procedures and standards, as well as safety and health principles. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Each student receives a Code of Federal Regulations and materials related to the curriculum. A 50 question, closed-book examination must be passed to earn a certificate of completion.

Step 2:

Document 5 years* occupational (workplace) safety activities demonstrating knowledge and use of OSHA standards

First read the instructions on the [Prerequisite Verification Form](#) prior to completing the document – found on pages 1, 6, 7 and 8 (pay particular attention to items 17, 18, and 19).

Complete the Prerequisite Verification Form in DETAIL. This is a government form and every effort must be made to highlight your detailed information in the space provided. If you require additional space, you can attach a supplemental explanation, preferably on letterhead.

NOTE: A college degree in occupational safety and health, a Certified Safety Professional certification (CSP) or Certified Industrial Hygienist certification (CIH) may be substituted for two years of experience.

Step 3:

Scan and email or fax or mail ALL DOCUMENTS together

- registration form
- copy of certificate of completion from applicable OSHA standards course
- copy of official college transcripts if applicable
- Prerequisite Verification Form

Your registration and associated documentation will be reviewed, and you will receive notice if your experience and knowledge of OSHA standards satisfy the Directorate of Training and Education /OSHA criteria to be approved to attend the Outreach Trainer course of your choice

Step 4:

OSHA Outreach Trainer Course

Successfully complete the OSHA Trainer Course in Occupational Safety and Health Standards for the desired discipline (Construction OSHA #500, General Industry OSHA #501, Maritime OSHA #5400).

NOTE: Students in outreach trainer courses must prepare a presentation on an assigned OSHA Outreach topic and successfully pass a closed-book written examination.

For those who successfully become Outreach Trainers, an update course is required every four years (Construction OSHA #502, General Industry OSHA #503, Maritime OSHA #5402).

Previously authorized Outreach Trainers no longer exist.

A trainer card that has expired within the last 10 years is no longer acceptable to meet the prerequisite requirements for enrolling in a trainer course. Any trainer who allows their authorization to expire*, must meet the same prerequisite requirements as everyone else enrolling in the trainer course, i.e. standards course completion within the last 7 years (Construction OSHA #510, OSHA #General Industry OSHA #511, Maritime OSHA #5410), and a Prerequisite Verification Form that documents the 5 years of safety experience.

* The Occupational Safety and Health Administration (OSHA) will be eliminating the authorized trainer "90-day grace period" described in Sections III.B.1.,2, and 4 of the OSHA Outreach Training Program Requirements, effective January 1, 2019.