# OJT Training Module Cover Sheet

**Title:** 1309 Safety - How to Use the Emergency Safety Shower Stations

<table>
<thead>
<tr>
<th>Type:</th>
<th>X Skill</th>
<th>☐ Knowledge</th>
</tr>
</thead>
</table>

**Performance Objective:** Trainee will be able to...
- Discuss the purpose of emergency safety showers in the laboratory.
- Locate shower stations throughout all sections of the KSSL.
- Operate emergency shower station in case of a hazardous chemical splash/spill incident in the laboratory.
- Inspect and evaluate safety shower system operations and performance through weekly compliance flush as indicated by Occupational Safety and Health Administration (OSHA).
- Report and document noncompliant and malfunction of units in maintenance log after routine flush.

<table>
<thead>
<tr>
<th>Target Proficiency:</th>
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</thead>
<tbody>
<tr>
<td>☐ Awareness ☐ Understanding ☐ Perform with supervision</td>
</tr>
<tr>
<td>X Apply independently ☐ Proficiency, can teach others</td>
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</tbody>
</table>

**Trainer Preparation:**
- Be familiar with assigned reading and review material in the lesson plan that follows.
- Provide laboratory equipment, drench funnel, and water containment receptacle.

**Special Requirements:**
An external learning request must be initiated with an SF-182 in AgLearn for this activity. Instructions and a template are located on the training webpages for OJT modules.

**Prerequisite Modules:**
1300 - New Employee - Understanding LincPass/Personal Identification Verification (PIV) eAuthentication and How to Gain Temporary Access

**Notes:**
None

**Authors:**
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**Approved by:**
Shawn McVey, National Training Coordinator
The Five Step OJT Cycle for **Procedural** Training (Skill)

1. **Cycle Step 1**
   - Trainer/Trainee establish shared mental model

2. **Cycle Step 2**
   - Trainer observes as Trainee performs task
   - Trainer demonstrates task as Trainee observes

3. **Cycle Step 3**
   - Trainer coaches as Trainee performs task

4. **Cycle Step 4**
   - Trainer observes as Trainee performs task and gives feedback

5. **Cycle Step 5**
   - Trainer/Trainee debrief
## OJT Module Lesson

**Title:** 1309 Safety - How to Use the Emergency Safety Shower Stations

<table>
<thead>
<tr>
<th>WHAT</th>
<th>WHY, WHEN, WHERE, HOW, SAFETY, QUALITY</th>
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</table>
| **Cycle Step 1** | Trainer and Trainee review module objectives and agree that this module is an overview of emergency safety shower use and routine OSHA compliance flush procedures as identified in the Kellogg Soil Survey Laboratory’s Chemical Hygiene Plan.  
S:\Laboratory_Safety\Chemical_Hygiene_Plan  
Trainee reviews:  
- Emergency Eyewash and Shower Equipment, in attached PDF  
- Emergency flush locations, in attached PDF and at link below  
S:\Laboratory_Safety\Laboratory_Shower&Eyewash  
review weekly Safety Shower Flush Log |
| **Cycle Step 2** | Trainer locates shower unit and demonstrates flush function using a drench funnel and water containment vessel.  
Trainee discusses proper function of the units including:  
- Flow  
- Obstruction  
- Corrosion  
- Leaking  
Trainee documents station conditions and logs that the weekly flush has been completed. Trainer explains routine maintenance and annual inspection expectations and documentation. |
| **Cycle Step 3** | Trainer has Trainee operate a shower unit, describe the purpose of weekly flush maintenance, and describe the operating parameters inspected. |
| **Cycle Step 4** | Trainer observes Trainee perform the actions and provides feedback.  
Trainer begins Measurement of Learning below. |
<p>| <strong>Cycle Step 5</strong> | Trainer answers any questions and repeats a step as needed. |</p>
<table>
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<th>WHAT</th>
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</thead>
<tbody>
<tr>
<td>Trainee’s learning is measured.</td>
<td>Trainee demonstrates successful operation, flushing, and documentation of emergency shower unit as indicated in Cycle Step 4.</td>
</tr>
<tr>
<td>Trainee’s learning is measured.</td>
<td>Trainer has Trainee complete the attached quiz to reinforce the concepts presented in this module.</td>
</tr>
<tr>
<td>Trainee applies knowledge and skill gained to current work.</td>
<td>Trainer reviews examples of Trainee’s routine documentation in maintenance Safety Shower Flush Log and recommends improvements as needed.</td>
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</table>
Trainee OJT Performance Report Form

Trainee’s Name: ___________________________  Job Title: _______________________

Trainer’s Name: ___________________________  Date: _______________________

<table>
<thead>
<tr>
<th>Task (module title)</th>
<th>Date(s) of Training</th>
<th>Rating</th>
<th>Trainer’s Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

Additional comments by Trainer:

Trainee’s comments:

Action to be taken if performance is unacceptable:

Signatures

<p>| | |</p>
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<thead>
<tr>
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<th></th>
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</thead>
<tbody>
<tr>
<td>Trainee</td>
<td>Date</td>
</tr>
<tr>
<td>Trainer</td>
<td>Date</td>
</tr>
<tr>
<td>Supervisor, if different from Trainee</td>
<td>Date</td>
</tr>
</tbody>
</table>