



## Education and Training

Approaching the issues related to ergonomics in the workplace using a program approach will result in a safer work environment, improved work efficiency, increased productivity, and greater job satisfaction.

Contact our Experts

### Train-the-Evaluator Certified Ergonomics Office Evaluator (CEOE) (3 Days)

We offer a Train-the-Evaluator class on site for employers who want to be trained to do "Office Assessments". The training is 2 days of classroom training with practicums and 1 day of hands-on assessment training for 3 trainees. If more people need training we add days for the assessment piece.

We provide certification of completion as a Certified Ergonomics Office Evaluator (CEOE), after attendee's have met the trainer's criteria. A certification from Solutions Northwest, Inc., when presented with the curriculum, will serve to let others know that your employees were provided thorough training from a Certified Professional Ergonomist who is an expert in occupational ergonomics.

#### Training Modules

Module 1 – Train the Evaluator Introduction

Module 2 – Anatomy, Physiology and Biomechanics Module 3 – Office Related Injuries

Module 4 – Anthropometric Measurements and Chair Adjustment

Module 4 – Anthropometric Measurements

Module 5 – Ergonomics Risk Factors

Module 6 – The Toolbox

Module 7 – Analysis of Problems

Module 8 – The Assessment Process

## Training Objectives

Gain a foundational knowledge of the systems

Understand common injuries and specific ergonomic risk factors

Become skilled in measuring people and equipment

Identify ergonomics risk factors and root causes

Be able to recommend equipment and adjustments

Be able to complete office ergonomics assessments

Contact us for a Complete Outline of the Train-the-Evaluator Program

Let's Talk

## Office Ergonomics Assessment Training (1 Day)

### **Objective:**

- Ergonomics Risk Factors and the Root Causes – Be able to identify ergonomics risk factors and their root causes, identify individuals that may be more susceptible to discomfort and injury
- Anthropometric Measurements and Chair Adjustment – Learn how to take body measurements for the purpose of understanding variation in individuals and fitting the individual equipment they need to use
- The Tool Box – Learn what equipment solutions work and for whom they work
- Risk Assessment Form and Analysis of Problems – Identify ergonomics risks and their root cause
- Assessments and Walk through Risk Analysis – Practicum

### **Length of Time:**

1 Day

## General Industry Train-The-Evaluator Training (1-2 Days)

### **Objective:**

**Part I:** To provide the trainee with basic understanding of ergonomics principles and how they are applied to a general industry work environment. To learn how the body works, what makes it breakdown and how the elimination of ergonomics risk factors can prevent this from occurring. To learn how to control ergonomics risks through engineering, administrative and work practice methods.

**Part II:** Complete a practicum workshop to master the use of 4 effective assessment tools to help identify and controls ergonomics risk factors.

### **Topics:**

- Basic Principles of Ergonomics
- The Human Kinetic Chain
- Musculoskeletal Disorders
- Risk Factors
- Controls and Design Principles
- Task Analysis
- Assessment Tools
- Practical Application
- Eliminating Risk through Controls

### **Length of Time:**

1-2 Days

## Fundamentals of Office Ergonomics (1.5 Hours)

### **Objective:**

This session will provide an educational framework for the fundamentals of office ergonomics. Attendees will learn to identify ergonomics risk factors, to use common solutions to eliminate risk factors, and create a systematic approach for performing an office ergonomics assessment. Many of the risk factors that lead to injuries can be avoided with employee training and simple changes to the workstation. Attendees will learn how to take a pro-active approach in identifying the development of symptoms, and how to effectively intervene when work-related disorders occur. Attendees will leave this session with:

- Basic ergonomics definitions, concepts, and guidelines
- An understanding of basic anatomy, physiology, and biomechanics
- The ability to identify ergonomics risk factors, and an understanding of the risk factor-injury association
- The ability to apply solutions to reduce risk factors.

### **Length of Time:**

1.5 Hours

## Neutral Posture (1 Hour)

### **Objective:**

To educate employees and managers on how to reduce ergonomics risk factors in their work environment. The focus is to prevent the development of discomfort and work-related musculoskeletal disorders.

### **Length of Time:**

1 Hour

## General Industry Ergonomics Training (1 Hour)

### **Objective:**

To provide the trainee with basic understanding of ergonomics principles and how they are applied to a general industry work environment. To learn how the body works, what makes it breakdown and what ergonomics risks can be eliminated to prevent this from occurring. To learn how to control ergonomics risks through engineering, administrative and work practice methods.

### **Length of Time:**

1 Hour

## Injury Prevention (1-1.5 Hours)

### **Objective:**

The objective of this training session is to provide education on how to work safe to avoid injury. The group will participate in dynamic warm up, core strengthening activity and stretch exercises.

### **Length of Time:**

1-1.5 Hours

- The Warm Up
- Using Core to Stay Safe
- Safe Lifting Strategies
- Working in Neutral Posture
- Stretch and Flex

## Specializing in Stay-At-Work Systems

Let us help you create a safer work environment, improved work efficiency, increased productivity, and greater job satisfaction.

### Contact

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### Service Areas:

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WA Vancouver, WA Kent, WA  
Renton, WA Beaverton, OR  
Portland, OR Salem, OR



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