

## *Safety Communication Training Schedule Medical Employees*

Safety communication training should be conducted monthly. To ensure a multitude of safety areas are covered for office employees the following schedule should be used.

JANUARY
Training Topic – Bring in the New Year with Safety
FEBRUARY
Training Topic – Avoid Slips, Trips and Falls
MARCH
Training Topic – Bloodborne Pathogens
APRIL
Training Topic – First Aid
MAY
Training Topic – Good Hygiene
JUNE
Training Topic – Hazardous Substances
JULY
Training Topic – Personal Protective Equipment
AUGUST
Training Topic – Sharps
SEPTEMBER
Training Topic – Working with Chemicals
OCTOBER
Training Topic – Preventing Strains & Sprains
NOVEMBER
Training Topic – Tuberculosis
DECEMBER
Training Topic – Holiday Fun, Holiday Stress, Holiday Accidents