



# OSHA TRAINING FOR THE NEW HIRE EMPLOYEE

## Part 2 - HCS

1. We have completed the \_\_\_\_\_ Standard in Part1 and are now onto Part 2: The \_\_\_\_\_ Standard.
2. The **Hazard Communication Standard** is also called the “Employee \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ law and is intended to inform employees of potential \_\_\_\_\_ hazards in the office.
3. OSHA’s Hazard Communication Standard is # \_\_\_\_\_.
4. The “Top-Down” Approach means that it starts with the chemical \_\_\_\_\_ and importer.
  - a. The **Manufacturer** prepares \_\_\_\_\_ and \_\_\_\_\_ sheets.
  - b. **Employers . . .**
    - i. \_\_\_\_\_ the labeled containers and safety data sheets with the chemicals
    - ii. must have a \_\_\_\_\_ hazard communication program
    - iii. must ensure all containers of hazardous chemicals are \_\_\_\_\_
    - iv. must maintain \_\_\_\_\_ for all hazardous chemicals
    - v. must \_\_\_\_\_ employees on the elements of the hazard communication program
    - vi. must keep information \_\_\_\_\_
5. What is a “**Hazard Communication Program**”? It’s a **guide** for the office as to how employees will be kept \_\_\_\_\_ from \_\_\_\_\_.
6. Who is in charge of the Hazard Communication Program in your office? \_\_\_\_\_
7. Where is the Hazard Communication Program in your office? \_\_\_\_\_
8. Components of the HCP include:
  - a. A **description** of how the office complies with:
    - i. \_\_\_\_\_ hazardous materials
    - ii. Maintaining \_\_\_\_\_ sheets
    - iii. Disseminating information and \_\_\_\_\_ employees on hazardous materials
    - iv. \_\_\_\_\_ worker of hazards that are outside of their normal work routine
  - b. A **list** of the \_\_\_\_\_ chemicals in the office
9. It is the \_\_\_\_\_ responsibility to ensure that all hazardous chemicals have the appropriate label on the container.
10. The Hazard Communication Standard (HCS) requires at least \_\_\_\_\_ different pieces of information on each label.
11. The \_\_\_\_\_ is the name of the chemical or primary ingredient in the chemical and should \_\_\_\_\_ the safety data sheet.

12. A "signal word", either \_\_\_\_\_ if it is seriously dangerous, or \_\_\_\_\_ if it is not so seriously dangerous must be on the label.
13. A " \_\_\_\_\_ " is a statement that describes the nature of the hazard: for example: Fatal if swallowed.
14. A more lengthy statement or phrase that describes recommended measures that should be taken to minimize or prevent adverse effects of the chemical is called a " \_\_\_\_\_."
15. A \_\_\_\_\_ is a composition that may include a symbol and/or other graphic elements to convey specific information about the chemical. There are \_\_\_\_\_ accepted pictograms by the HCS.
16. \_\_\_\_\_ containers MUST have the "new" label information and pictograms, but \_\_\_\_\_ containers only have to identify what the product is.
17. Labels should match the \_\_\_\_\_ . (Used to be called MSDS sheets.)
18. There must be an SDS sheet on ALL chemicals in the office.      True      False  
Explain answer: \_\_\_\_\_
19. Where do you get an SDS sheet when you need it? (Who is required to provide it?) \_\_\_\_\_
20. Where is your SDS binder (or file) kept in your office? \_\_\_\_\_
21. Employees must be trained on hazardous chemicals in the work area:
  - a. At the time of \_\_\_\_\_ assignment
  - b. Whenever a \_\_\_\_\_ hazard is introduced
 (Training on hazardous chemicals is NOT required annually as is the case with the bloodborne pathogen training.)
22. Mercury is a \_\_\_\_\_ and is very harmful to \_\_\_\_\_ or get on our skin in its purest form.
23. A mercury spill kit is needed when the office places \_\_\_\_\_ fillings.
24. The word "amalgam" or "amalgamation" means a \_\_\_\_\_ of things.
25. Eyewash stations must be accessible in every office.      True      False  
(By the way, I didn't state this, but eyewash stations must be reachable within 10 seconds when needed.)
26. \_\_\_\_\_ labels to ensure you know how to use and store the chemical!
27. Secondary containers must be \_\_\_\_\_ at least with the item name.
28. When separating waste, use the appropriate container for the \_\_\_\_\_ of waste.
29. Another name for medical waste is \_\_\_\_\_ waste.
30. Anyone can dispose of regulated waste if they know how and where to put it.      True      False
31. The agency that primarily regulates chemicals is the \_\_\_\_\_.

32. Hazardous chemical waste must be:
- Collected in labeled and \_\_\_\_\_ containers
  - Disposed of by \_\_\_\_\_ hazardous waste handlers
  - Tracked with hazardous waste \_\_\_\_\_ (records)
33. Amalgam can be disposed of in regular trash or down the drain. This includes extracted teeth that have amalgam in them.      True    False
34. An amalgam \_\_\_\_\_ is a device that is attached to the suction system to separate out amalgam when you suction the mouth.
35. All offices in California must have an amalgam separate.      True    False
36. New “waste” that we are now dealing with is \_\_\_\_\_ waste (drugs).
37. Pharmaceutical waste containers may be required in your office depending on the \_\_\_\_\_ requirements in your area.
38. Carpule disposal requirements include:
- Empty: goes in \_\_\_\_\_ garbage
  - ½ or more (depending on the type of anesthetic): goes in \_\_\_\_\_ waste container
  - If blood in the carpule: it does in the \_\_\_\_\_ waste container
  - If it is broken it goes in the \_\_\_\_\_ container
39. Teeth with amalgam can \_\_\_\_\_ go in a sharps container because those things will be incinerated and then the mercury would be vaporized and harmful to inhale to those in the area.
40. The last step in a good Hazard Communication Program is the \_\_\_\_\_ and \_\_\_\_\_ the program and make changes as needed.

### **NEXT STEPS:**

- Meet with your manager to let them know you finished Part 2 and ask any questions you have
- Complete your Part 2 “to do” list
- Study a bit from this worksheet
- Take the part 2 Quiz – and pass it with 75% or better!
- **START ON PART 3!!**

**BE SURE TO CONTACT ME IF  
YOU HAVE ANY QUESTIONS OR  
CONCERNS – HAPPY TO HELP!**

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