

Position Information:

JOB TITLE	TITLE CODE	HSC COMPONENT	ADLOC OR DEPARTMENT NAME
OCCUPANT/EMPLOYEE NAME	PIN, if any	UIN	

Indicate below the job-specific training to be assigned to the occupant of this position. Click on the course number for additional information on these courses, including the intended audience).

Bloodborne Pathogen (Online)(Annual)

- 2111503: Non-Healthcare Workers
 2111507: Healthcare Facilities

Fire Safety (Online)

- 2111501: Fire Safety in the Office
 2111508: Fire Prevention in a Healthcare Facility

Driving a Vehicle on State Business (Online)

- 2111447: Defensive Driving
 2111509: Safe Operation and Use of ATVs

Laboratory Safety (Online)

- 2111512: Showers and Eye Washes
 2111587: Flammable and Explosives
 2111513: Planning for Laboratory Emergencies
 2111518: Orientation to Lab Safety

Other Job-Specific Training (Online):

- 11014: Open Records Training (*for public information officers and their backups*)
 11013: Payment Card Industry Data Security Standard (*employees accepting debit/credit card payments*)
 11015: Retention of State Records (*for records officers and departmental employees responsible for records retention*).
 2111249: Red Flags Rule (*to protect consumers from identity theft*)
 2111844: Clery Act Training (*for those employees who are considered campus security authorities under the Clery Act*).
 2111652: Child Protection Training (*for employees of certain programs for minors held on educational campuses*).

Hazard Communication (Online)

- 2111951: Hazard Communication

Occupational Health Program

- 2112471: OHP Initial Enrollment

Environmental (Online)

- 2111515: Indoor Air Quality
 2111514: Asbestos Awareness
 2111517: Universal Waste: Bulbs, Batteries, etc.

General Safety (Online)

- 2111516: Dealing with Hazardous Spills
 2111449: Working Safely with Compressed Gas Cylinders
 2111446: Electrical Safety: Non-Electricians
 2111448: Introduction: Workplace Safety
 2111445: Working in Confined Spaces
 2111500: Respiratory Protection Training

Departmental Liaison Training (Classroom) — Contact Finance and Administration, College Station, 979-436-9201

- Intro to FAMIS training (*required for employees with no previous FAMIS experience*)
 Disbursement/PIP Training (*required for all employees with FAMIS access*)
 Limited and Exempt training (*suggested for employees who process invoices*)
 Travel training (*suggested for employees who process travel vouchers*)
 Jobsite training (*required for employees who post staff positions on TAMHSC employment site*)
 Payroll training (*suggested for employees working with EPAs, BVDs and TimeTraQ*)

Certification by Supervisor: Job exposures of this position have been reviewed. Required job-specific training is indicated below.

Date Printed Name of Supervisor Signature of Supervisor

Certification by Employee/Occupant: I understand that this training has been assigned to me because of specific job exposures. I accept the obligation and responsibility to complete all assigned training in a timely manner.

Date Printed Name of Employee/Occupant Signature of Employee/Occupant

Certification by Departmental Liaison: I have assigned or verified timely completion of the courses checked above.

Date Printed Name of Departmental Liaison or HR staff Signature of Departmental Liaison or HR staff