

**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