



## ***Benefits 1 Group continues:***

# **“The Safety & Cost Containment Series”**

## **Session 1: OSHA Recordkeeping**

**Confused or have questions on recordability of workplace incidents?**

**Unsure how to track restricted days of work or days away from work?**

**Thursday, February 4th\***

**1:00 pm**

**25001 Emery Road**

**Registration required**

**BENEFITS 1 GROUP**

**NOACC**  
NORTHERN OHIO AREA  
Chambers of Commerce

*\*Please note the date differs from what has been previously published.*

**A no-cost, technical training session for safety professionals and human resource personnel responsible for OSHA recordkeeping to acquire a basic awareness of safety and health issues.**

**BENEFITS 1 GROUP**

**Benefits 1 Group**  
25001 Emery Road  
Suite 340  
Cleveland, Ohio 44128

**Speaker:** Safety Consultant—BWC’s Safety & Hygiene

### **Objectives:**

- OSHA recordkeeping requirements for workplace injuries and illnesses;
- Differences in recordability versus compensability
- How to accurately determine if the incident is a first aid versus OSHA recordable case
- How to properly complete an OSHA 300 and 300A Form
- Records retention guidelines and best practices

Reservations are required as space is limited to 45 participants. The registration deadline is Friday, January 22nd . **Please contact Melissa Fritz at (216) 765-4200 or at [melissaf@benefits1group.com](mailto:melissaf@benefits1group.com) to make your reservation today!**