

Supervisors—Accessing direct-reports training records

EHSA

Home Training

5 Welcome to The University of Chicago's Safety Management System

Quick Links

- The University of Chicago
- Office of Research and Safety (ORS)
- Environmental Health and Safety (EH&S)
- The University of Chicago Medicine
- UCAIR - UC Accident/Incident Reporting System
- Print Hazardous Waste Disposal Label Templates
- EHSA Web-Based Safety Training Courses
- EHSA Safety Courses In-Person Training Registration

1 Training Records

2 Worker Registration

- 1 Log-in to ehsa.uchicago.edu and click on “Training Records.” The table will be empty.
- 2 Click on “View Supervised Workers” to populate table. Please note your training records are also listed. If a direct-report is missing contact EHS and we will attach you to the employee.
- 3 Click on an employee to display their training requirements (top table) and training history (bottom table)
- 4 Click on “Status” in the “Training Requirements” table. The overdue courses, which are highlighted in light red, will filter to the top. If you feel the course should not be assigned to the employee contact EHS. If the course is lab related (Course # pre-fix bio, lab, lsr, rad, shp), then contact the Office of Research Safety (4-2707).
- 5 Your direct-reports can complete web-based classes and register for lecture classes by using the links bordered in yellow. However, if you would like to register them for lecture courses, use the “Training” link in the gray ribbon across the top of the EHSA Homepage. An email will be sent to the employee when you successfully register them for a course.
- 6 Print copies of the training certificate by clicking the green button in the “Training History” table.

Training Reports View Supervised Workers View Former Permit Workers

PI: Please Select a PI

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Due	Status	Category	Course #	Description	Frequency	Due Date	Comments

Training Reports View Linked Workers

CNET/UCHAD ID # Name

bhurt	Hurt, Barry
rjakubielski	Jakubielski, Russell
kurtk	Krygowski, Kurt
alukich	Lukich, Alexander
imarkotic	Markotic, Ivan
cmitch1	Mitchell, Christopher
podanovich	Osterman, Brandon
mpankows	Pankowski, Michael
ppankowski	Pankowski, Paul
dramirez	Ramirez, Daniel
asego	Sego, Andrija
michaels1	Sinnott, Michael

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Due Date	Status	Category	Course #	Course Name	Frequency	Due Date	Comments
01-23-2019	Next Due	GENERAL	env-D1W	Spill Prevention Controls and Countermeasures	12 Months		
02-19-2019	Next Due	General	occ-14W	Bloodborne Pathogens	12 Months		
03-02-2019	Next Due	GENERAL	occ-13L	Ladder Safety	36 Months		
10-01-2019	Next Due	GENERAL	fls-D1W	Fire Safety and Evacuation	12 Months		
04-03-2020	Next Due	GENERAL	occ-12L	Hazard Communication	36 Months		

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Training History Training History Reports Options

Training Date	Category	Course #	Course Name	Certificate #	Documentation	Frequency	Session	Pass
05-03-2018	GENERAL	env-03L	Asbestos Awareness			One-Time		
05-03-2000	GENERAL	occ-01L	Back Safety			One-Time		

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