

WORKSHOP SESSION SUMMARY
POST-CONFERENCE PROCEEDINGS
2018 National Trainers' Exchange

1. Session Title and Presenter's Contact Information:

Workshop title: Development & Implementation of Modular Refresher Training

Presenter (s) Name: Chris Hanson

Presenter Organization: University of Illinois, Midwest Consortium

Presenter Email: cahanson@illinois.edu

2. Workshop Summary:

A summary of feedback at refresher training showed that participants wanted more content directly relevant to specific workplace hazards. In response to this feedback for more tailored refresher programming, the Midwest Consortium has developed guidance on using reconnaissance/needs assessment that provides the basis to design a program by selecting topics from a flexible menu to better meet the needs of trainees.

Workshop Objectives: Participants will learn about the process of using evaluation feedback to identify module topics, and development of evaluation instruments for a flexible program.

Structure: Small groups will review participant and facilitator material for frequently used modules. Experience with use will be shared and comments from participants encouraged. The evaluation approach will be critiqued.

Discussion topics: What are the challenges to constructing tailored refresher program content? What are efficient approaches to document content selected and delivered? How can hours of training completed before classroom training be documented? Is quality assurance guidance needed for training conducted at the worksite using site-specific drills or exercises?

3. Methods:

Roundtable – I liked the idea of having small groups rotating every 25 minutes to maximize the amount of participation. The advantage was a small group approach gave everyone time to comment or add ideas. I did not see any disadvantages to this method.

4. Main Points/ Key Points Raised from Participants:

While research has shown that spaced learning and other non-traditional training formats provide better results, everyone agreed that the 8-hour block training was here to stay. Employers either cannot afford the extra expense or time off to send their employees to multiple sessions. Participants shared the following ideas:

- 2 hours lecture and then 6 hours of hands-on training,
- Have the student review the curriculum in advance on-line and then complete 8 hours of hands-on training.
- 4 hours of online training followed by 4 hours of hands-on training.
- Some participants even suggested letting the students do the on-line portion of the training in a computer lab at the beginning of the 8-hour refresher and then complete either 4 or 6 hours of hands-on training.
- Do a review and then have the students teach a section to the rest of the class.
- Use current events to do a tabletop with the students.
- Add games to the refresher to make it more interesting.

5. References:

Reference materials came from the UC College of Medicine Department of Environmental Health Training Programs page.

6. Workshop Handouts/ Resources:

Sent as an attachment.