

**SMART— Basic Training Agenda**

*Location*

*Date*

*Time*

TIME	TOPIC
8:00 – 8:30	<p><b>Welcome &amp; Introductions</b></p> <ul style="list-style-type: none"> <li>• Housekeeping/ Participant Handbook</li> <li>• Evaluations</li> <li>• Goals/ Park Aid</li> <li>• Introduction to SMART/ Legislation / MSIP Policy</li> </ul>
8:30 – 8:40	<p><b>Steps To a Moving Task</b></p> <ul style="list-style-type: none"> <li>• Review</li> </ul>
8:40 – 9:20	<p><b>Module 1– Posture &amp; Body Mechanics</b></p> <ul style="list-style-type: none"> <li>• MSI Risks</li> <li>• Checkpoints to Safe Body Mechanics</li> <li>• Ergonomics</li> <li>• Posture</li> </ul>
9:20 – 9:30	<p><b>Exercise</b></p> <ul style="list-style-type: none"> <li>• Based on the images, identify good body mechanics and areas of risk</li> </ul>
9:30 – 9:45	<p><b>BREAK</b></p>
9:45 – 10:35	<p><b>Module 2– Risk Assessment</b></p> <ul style="list-style-type: none"> <li>• 4 Areas of Assessment <ul style="list-style-type: none"> <li>○ Self</li> <li>○ Environment</li> <li>○ Equipment</li> <li>○ Object &amp; Task</li> </ul> </li> <li>• Hazards</li> </ul>
10:35 – 11:25	<p><b>Module 3– General Moving Techniques</b></p> <ul style="list-style-type: none"> <li>• Review Body Mechanics</li> <li>• General Moving Techniques</li> <li>• Practice General Moving Techniques</li> <li>• Manual Handling Strategies</li> </ul>
11:25 – 11:45	<p><b>Case Studies</b></p> <ul style="list-style-type: none"> <li>• Case Study 1</li> <li>• Case Study 2</li> </ul>
11:45 – 12:00	<p><b>Closing</b></p> <ul style="list-style-type: none"> <li>• Review Park Aid</li> <li>• Questions</li> <li>• Closing</li> <li>• Evaluations</li> </ul>