



The Glebe Centre Inc.

Long Term Care & Community Support

**Accessibility and Worker Health & Safety Training**

Training to be completed and the certification given to the Coordinator of Volunteer Services *before you begin your volunteer commitment. You can scan and email the certificate or bring it with you when you meet with the coordinator.*

**Accessibility Training**

In order to comply with the Provincial legislation on Accessibility for Ontarians with Disabilities Act 2005 (AODA), all employees, volunteers and students must familiarize themselves with the policy that is in place at The Glebe Centre. Training is accessed through web-based training modules. Visit [www.accessforward.ca](http://www.accessforward.ca). The module required is Customer Service Standard.

**Worker Health and Safety Training**

Worker Health and Safety training material is mandatory for all volunteers. [www.labour.gov.on.ca](http://www.labour.gov.on.ca) (MOL website)

In addition, an e-learning module reviews this same material should you wish to view it. You can print a certificate at the end of this on-line training for your records should you wish.

- Go to Workplace Health and Safety
- Click on *Health and Safety Awareness Training*
- Middle of screen – click on *Worker Health and Safety Awareness Training in 4 Steps*
- Scroll down to ACCESS ELEARNING
- Click on *access to e-learning module* (under picture) and follow instructions
- Video will come up; click on start
- Complete the quiz on the module and print on copy of certificate at end to give to the Coordinator of Volunteer Services (or complete last page of package and return written quiz)

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