

Off Campus Program Series: Student Safety / Worker's Compensation Board / Forms & Requirements

with Karen Kiefer

Date: **Thursday, October 13, 2011**

Time: **4:30 - 5:30 pm (Mountain Standard Time)**

****Please log on at 4:00 pm to do your mic and speaker test!!****

About the session:

Using the Off-Campus Education Handbook – look at the requirements of Student Safety and the WCB. What are the forms and requirements for Loss Time Injuries and No-Loss Time Injuries. Can I develop a checklist to make sure I do this correctly?

About the facilitator:

Karen graduated with a B.Ed. degree in Secondary Education from the University of Calgary. She completed a double major in Pure Math and Languages and worked in and around the Oil & Gas industry of Calgary for 15 years. During this time she completed a Management Certification in Personnel Management and Human Resources from the University of Calgary and her 4th Level C.M.A. She also completed a Master's in Distance Education from Athabasca University. Moving into Education eleven years ago, Karen has taught computer graphic design, multimedia and other business courses in CTS. As the Curriculum Leader for CTS at Forest Lawn High School she assisted staff throughout the area of CTS with the program of studies and budgeting.

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