

Preventing Workplace Violence & Preventing Workplace Violence for Leaders

Course Outline – All Employees, Supervisors

Includes pre- and post-surveys

Module	Learning Objectives	# of Configurable Pages
Introduction	<ul style="list-style-type: none">• Understand the purpose of the course is to provide awareness about preventing workplace violence.• Understand that awareness can help them feel safer at work.	2
Workplace Violence Prevention Fundamentals	<ul style="list-style-type: none">• Name and identify the four types of workplace attackers.• Recognize workplace violence in its distinct forms.• Understand that active prevention is key to feeling safe at work.	2
Identifying Warning Signs	<ul style="list-style-type: none">• Identify physical and environmental risk factors.• Identify emotional and behavioral risk factors.• Understand that domestic violence is a common and specific type of violence which can affect a workplace.• Recognize channels for reporting suspicions of potential workplace violence as a form of prevention.	3

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Responding to an Incident	<ul style="list-style-type: none">Describe elements that should be included in a violence response plan.Understand the purpose and practice of de-escalation as a primary response. Identify further measures in the event de-escalation fails.	2
Handling the Aftermath	<ul style="list-style-type: none">Identify resources for supporting themselves and others after a violent incident.Recognize the varying effects trauma can have on people and the impact of ongoing support at work	2
Active Shooter Prevention and Response	<ul style="list-style-type: none">Understand how active shooter situations are a unique form of violence which makes up only a small portion of workplace incidents.Identify risk factors and reporting measures to prevent an active shooter incident.Describe the four possible actions to take in case of an incident and when each could be appropriate.	9

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Leading Workplace Violence Prevention (Supervisor Module)	<ul style="list-style-type: none">• Understand essential policies necessary to keep employees safe.• Understand how employee relations and culture are essential to preventing violence.	7
Conclusion	<ul style="list-style-type: none">• Describe what workplace violence looks like and its risk factors.• Describe the importance of prevention over response to workplace violence.• Name steps to take in case of a violent incident.	4