National Health and Safety Administrator Renewal Checklist

IHSA.ca
Work Safe for Life

Applicant Name _____

Date Submitted _____

Please ensure that all supporting documents are valid (check if there is an expiry date), and include with application. It is incumbent on the applicant to submit all documents. If the applicant is using an equivalent program from another institution all supporting documents and course outline MUST be submitted.

**NOTE: All certificates must be valid for a minimum period of six months from the date of the application*

CHECKLIST

- ☐ 1. Standard First Aid / CPR (by a recognized provider) (3-year expiry)
- ☐ 2. JHSC Refresher (3-year expiry) - Construction Specific
- ☐ 3. WAHRE - Completed after April 1, 2015 (3-year expiry)
- ☐ 4. Course credit forms for any non-IHSA programs, excluding WAH, JHSC Part 1 and First Aid
- ☐ 5. Code of Ethics
- ☐ 6. 18 hours of Professional Development – any courses not taken with IHSA require a course outline with timelines to be submitted

INTERNAL USE ONLY

Name of person reviewing documentation _____

Date Received MONTH ☐☐ DATE ☐☐ YEAR 2☐☐☐ Complete Incomplete

Comments: _____