RCCD | RIVERSIDE COMMUNITY
COLLEGE DISTRICT

**RISK MANAGEMENT,
SAFETY & POLICE SERVICES**

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

TARGETSOLUTIONS

Riverside Community College District Employees:

Riverside Community College District is committed to providing each employee with a safe and healthy work environment. Our goal is to provide a training program that will help each employee work safely and effectively by broadening their knowledge of safety issues and provide the training needed as Disaster workers.

The initial CALOSHA trainings will be assigned to you:

1. General First Aid Part 1 (EDU) -OSHA Mandated for Clerical and Administrative staff

2. General First Aid Part 2 (EDU) -OSHA Mandated for Clerical and Administrative staff

3. Proper Lifting (EDU) -OSHA Mandated for Clerical and Administrative staff

4. Avoiding Slips, Trips, and Falls (EDU) -OSHA Mandated for Clerical and Administrative staff

5. Workplace Violence (EDU) -OSHA Mandated for Clerical and Administrative staff

6. School Shooting awareness-Recommended for all Disaster Service Workers BP3505C

7. DISASTER PREPARDNESS- Recommended for all Disaster Service Workers BP3505C

8. Targeted Violence Considerations -Recommended for all Disaster Service Workers BP3505C

Upon completion please send the certificate of completion for each class to your immediate supervisor. Please note that all classes should be completed within 6 months of your hire date. If you need an extension to complete these please contact your immediate supervisor and Risk Management.

Follow the instructions below to access your personal TargetSolutions training site:

> **URL:** http://www.targetsolutions.com/riversidecc (type directly into address bar)

> **Username:** email address

> **Password:** riverside

Once you enter your username and password, once you click SUBMIT, the system will take take you to your TargetSolutions site where you will update your password and answer two security questions.

Once logged in, you will see your first assignment, which is the "TargetSolutions User Overview Video". This video will take about 10 minutes to complete and will provide you with a basic overview of navigating the program.

Please feel free to contact Monica Esqueda at monica.esqueda@rccd.edu or TargetSolutions Client Support at **1-800-840-8048** or **support@targetsolutions.com** for assistance with your login, launching your training courses or answering any questions you may have concerning the TargetSolutions program.

Thank you for your participation in this safety training program.