



OSHA Safety and Health Fundamentals Certificate Program - FAQs

What is the purpose of the *Safety & Health Fundamentals* certificate program?

OSHA developed the *Safety & Health Fundamentals* certificate program in support of OSHA's mission to ensure safe and healthful working conditions for working men and women. The certificate program is a proactive measure to protect employees across the nation.

How do I earn the *Safety & Health Fundamentals* certificate?

To earn a *Safety & Health Fundamentals* certificate in **Construction** or **General Industry** you must complete a minimum of seven OSHA Training Institute (OTI) Education Center courses, comprised of three required courses and additional elective courses for a total of at least 68 contact hours.

To earn a *Safety & Health Fundamentals* certificate in **Maritime** you must complete a minimum of seven OSHA Training Institute (OTI) Education Center courses, comprised of three required courses and additional elective courses for a total of at least 77 contact hours.

How do I choose an OTI Education Center?

The OTI Education Centers are a national network of non-profit organizations authorized by OSHA to deliver occupational safety and health training to public and private sector workers, supervisors, and employers on behalf of OSHA. OTI Education Centers offer a wide range of safety and health topics including safety and health standards for construction, maritime, and general industry; hazardous materials; confined space; electrical standards; and fall protection.

There is at least one OTI Education Center located in each OSHA Region. You select which OTI Education Center is most convenient based on location, course schedule, and tuition. OTI Education Center locations along with course descriptions, tuition, and a searchable course schedule can be found at <https://www.osha.gov/otiec/>.

Do the courses for the *Safety & Health Fundamentals* certificate program have to be taken at the same OTI Education Center?

No. You decide which OTI Education Center is most convenient to attend. Courses taken at any OTI Education Center are transferable and count towards the certificate program.

How can I find out which OTI Education Center courses are required for the *Safety & Health Fundamentals* certificate program?

Courses required to complete the *Safety & Health Fundamentals* certificate program may be found at the Safety and Health Fundamentals Certificate Program web page.

What is the cost associated with earning the *Safety & Health Fundamentals* certificate?

The tuition and fees for the OTI Education Center courses vary and are determined by each OTI Education Center. For a course schedule, dates, location, and fees refer to the searchable course schedule at http://www.osha.gov/dte/ecd/course_otiec_search_public.html.

How do I apply for the *Safety & Health Fundamentals* certificate?

Upon completion of the last course needed to earn the certificate, request an Application Verification Form from any OTI Education Center where you have completed at least one of the required or elective courses. Complete the Application Verification Form, submit proof of successful completion of each course, and pay the required processing fee to the OTI Education Center.

What if I have already taken all of the OTI Education Center courses that are required for the *Safety & Health Fundamentals* certificate?

If you have completed the three required courses and a minimum of elective courses for a total of at least 68 contact hours for Construction or General Industry, 77 contact hours for Maritime, you may request the Application Verification Form from any OTI Education Center where you have completed at least one of the required or elective courses. Complete the Application Verification Form, submit proof of successful completion of each course, and pay the required processing fee to the OTI Education Center.

May an OTI Education Center charge a processing fee for the certificate program?

OTI Education Centers do not receive any funding from OSHA. These organizations support their training programs through their normal tuition and fee structures utilizing their own instructors and facilities. For this reason, OSHA authorized OTI Education Centers to charge a fee for processing the applications for the *Safety & Health Fundamentals* certificate.

What is appropriate proof of successful course completion?

Appropriate proof of successful course completion is a course completion certificate or official transcript from the respective OTI Education Center.