

## ACSA Course Equivalency Application Package

If you have Health & Safety certification from a recognized training agency, another provincial safety association, or from another provincial construction safety association, your training “may” qualify for equivalency status. Certification must be dated no more than five (5) years ago.

### HOW DO I APPLY?

Complete and submit all information as outlined on this form to the ACSA Edmonton Office.

- Equivalency Application Form
- Payment of \$100.00 per Equivalency Request
- Course Content Comparison Chart/Gap Analysis (One for each Equivalency Requested)
- Course Materials
- Copy of the Course Certificate and/or Wallet Card

*NOTE: Courses taken from a member of the Canadian Federation of Construction Safety Associations (CFCSA), or from an Alberta Certifying Partner may qualify for fee exemptions.*



# Equivalency Application Form

ONE Course Comparison/Gap Analysis **per course** must be submitted. Ensure applicable payment is attached. ***Please print clearly.***

\_\_\_\_\_  
Name Birth Date

\_\_\_\_\_  
Company

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City Province Postal Code

\_\_\_\_\_  
Telephone Fax

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Name of the ACSA Course(s) for which you are requesting Equivalency.

The following **must** accompany this Equivalency Application Form:

- ACSA Course Comparison Chart/Gap Analysis Form
- Complete copy of your Course materials
- Copy of your training record/transcript from accredited training facility
- Copy of the Course Certificate and/or wallet card.

**A fee of \$100 + GST must be included for each course equivalency request.**

Note: There may be an exemption for courses taken from a member of the Canadian Federation of Construction Safety Associations (CFCSA) or from an Alberta Certifying Partner.

**Method of Payment:**

- Company Cheque Enclosed
- VISA/MC/AMEX Card #: \_\_\_\_\_ EXP: \_\_\_\_\_

CVD #: \_\_\_\_\_ Cardholders's name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**ACSA Course: 3010 Worksite Investigation Basics (1 day)**

You are required to demonstrate competency in the content areas of the ACSA course for which you are requesting equivalency. Complete the course content comparison chart/gap analysis form (below) for submission with your request. Your course materials **must** accompany this chart.

**Name of Course Certified in:** \_\_\_\_\_ **Date Certified:** \_\_\_\_\_

<b>Course Content Includes:</b>	<b>Identify and Describe Comparable Course Content:</b>	<b>Specify Location in Materials:</b>
Corporate Obligations and Financial Implications		
Regulatory and Due Diligence Requirements		
Steps in the Investigation Process		
Depth of Investigation Required		
Actual Incident Causes		

Report Recommendations		
Business Obligations		
Legislative Compliance		
Due Diligence		
Performing the Investigation		
Gathering Evidence		
Interviewing Witnesses		
Determining Causes		
Recommending Corrective Actions		

