

SMS Principles for Transit (FT00564)

The Florida Department of Transportation's Florida Statewide Transit Training and Technical Program administered by the USF Center for Urban Transportation Research, will present the **SMS Principles for Transit (FT00564)** on April 30-May 2, 2024 in Tampa, Florida. The Federal Transit Administration (FTA) Office of Transit Safety and Security and the USDOT Transportation Safety Institute sponsor this course. **PRE-REQUISITE: Successful completion of SMS Safety Awareness (FT00568) a 1-hour online, self-paced course before registering to attend the FT00564.**

Date and Times:

April 30-May 2, 2024

Tuesday-Wednesday: 8:00am-4:30pm

Thursday: 8:00am-12:00pm

Host Agency:

USF Center for Urban Transportation Research

3808 USF Alumni Drive - Room 102

Tampa, FL 33620

Phone: (813) 974-3120

Course Description:

This course includes an introduction to the principles and 4 components of a Safety Management System (SMS): Safety Policy, Safety Risk, Safety Assurance, and Safety Promotion. Building upon traditional transit system safety, participants will learn about FTA's SMS framework which includes executive leadership and accountability for safety, creating a positive safety culture, preventive risk analysis, and building an effective employee safety reporting program. At the end of this course, participants will have a greater awareness of critical safety practices which are available through SMS integration with transit system safety, including practical applications and exercises to begin SMS implementation. Exercise and Evaluation Program (HSEEP) format. The course offers 2.0 CEUs.

Course Elements:

- Introduction to SMS and FTA's rationale for the adoption of SMS
- FTA's SMS Framework (including sub-components)
- Evolution in Safety Thinking
- Safety Management Policy
- Safety Risk Management
- Safety Assurance
- Safety Promotion
- Employee Safety Reporting System
- Getting Started with SMS Implementation
- Pretest, quizzes, group exercises, and final exam

Who Should Attend:

Senior Transit Directors/CEOs/Administrators, Safety Managers and Supervisors, Operations and Maintenance Managers/Supervisors, Operator Trainers, Risk Managers, Collision Investigators, FTA-State Safety Oversight personnel (SSO), Internal Safety Auditors, Human Resource Managers, Board of Directors and City Council Members with transit oversight

Fees:

There are no fees to attend this course for current employees of a Florida public transit agency who meet the criteria identified in the [Transit Training Policies and Procedures](#).

Requirement:

Participants must have written permission from their supervisor/manager prior to the training to attend this course. A participant will not be considered registered for the course until confirmation is received. There are no travel reimbursement opportunities for this training. All travel related expenses including lodging are that of the traveler or their agency.

Registration Deadline is Wednesday, March 27, 2024

Visit www.cutr.usf.edu to find additional transit training opportunities, workshops, conferences, and special events.

To review policies and procedures of the training programs visit [Transit Training Policy & Procedures](#).

For questions regarding this training course, please contact Molly Buffington at via email at buffington@usf.edu.

For LMS questions or technical assistance, please contact Stephanie Lewis at zavacki@usf.edu.

How to Register

All registrations must be made through the Florida Department of Transportation's Office of Freight, Logistics, and Passengers Operations Transportation Learning Management System. This online registration and learning management system (LMS) provides Florida's public transportation professionals a portal to manage their professional development.

Transportation Learning manages training for you by keeping an educational transcript of all new courses that you complete, and a retrievable record is maintained so you may access (with a user id and password) Certificates of Completion, Certificates of Participation, retrieve course materials, etc.

Florida's public transportation professionals may set up a unique user id and password to register online for upcoming transit training courses, including e-learning courses. Follow the instructions below to login or to register for the training course.

Go to www.transportationlearning.org

Unsure if you have an account? Use the "Forgot Password" link to look up your account information using either your work/personal email address or username. If you cannot locate your account information, please contact Stephanie Lewis at zavacki@usf.edu or (813) 974-1123 before setting up a new account.

Returning Users: (*DO NOT use the enrollment key ID.*)

- If you are a **returning user**, type your username and password.
- Select "Forgot Password" to look up your account by either an email address or username.
- When the dashboard appears, select "**My Catalog**" to enroll in desired course.
 - Find the course select "**Enroll**"
 - Select "**View**"
 - Review the Terms & Conditions and select "**I Agree**"
 - Select "**Enroll**" to be in "Pending Approval" status while we receive supervisor approval
- Once enrolled the course will appear under new "**My Courses.**"

IMPORTANT: You may use your personal or business email address. If you create multiple accounts you will not be able to view a complete record of your training history. In some instances, this may require you to retake or restart a training course.

New Users Only:

- If you are a **new user**, select the "**Sign Up**" button.
- In the "**Key Name**" field enter: **fltat**
- Select the "**Sign Up**" button
- Begin by entering the requested information, as well as creating a unique username and password.
- Confirm your new username and password. A copy will also be sent to your registered email.
- When the dashboard appears, select "**My Catalog**" to enroll in desired course.
 - Find the course select "**Enroll**"
 - Select "**View**"
 - Review the Terms & Conditions and select "**I Agree**"
 - Select "**Enroll**" to be in "Pending Approval" status while we receive supervisor approval
 - Once enrolled the course will appear under new "**My Courses.**"

Course Confirmation:

A logistical email confirmation from the LMS will be forwarded to each registrant with class information, travel and hotel information after your registration has been approved by your supervisor. USF is an Equal Opportunity/Equal Access Institution. For disability accommodations, please contact Molly Buffington at buffington@usf.edu a minimum of ten (10) working days in advance to the training session.

NOTE: There are no travel reimbursement opportunities available for this course. All travel and lodging expenses are that of the traveler or their agency.

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