

# SMS Principles for SSO Programs (FT00570)

The Florida Department of Transportation and the Statewide Transit Technical Assistance and Training Program are hosting the USDOT Transportation Safety Institute's **SMS Principles for SSO Programs (FT00570)** in Tampa, from **1:00pm-6:00pm** on Friday, January 15, 2021. This ½-day class is immediately following the Transit Bus System Safety course held on January 11-15, 2021.

## Course Prerequisites

1. Successful completion of FT00568 SMS Safety Awareness (1-hour online)
2. Successful completion of FT00564 SMS Principles for Transit (2.5-day classroom)

## Course Overview

This course provides participants with the knowledge, skills, and tools State Safety Oversight Agencies (SSOAs) need as their Rail Transit Agencies (RTAs) move from Safety Management System (SMS) planning and implementation to SMS operation. This course counts towards the PTSCTP training requirements for SSOA personnel.

## Course Elements

- Introduction to SMS and FTA's rationale for the adoption of SMS
- FTA's SMS Framework (including sub-components)
- The Safety Management Process - SMS in Practice
- Turning SMS Theory into Practice
- The Agency Safety Plan's Relationship to SMS
- Comparing the Agency Safety Plan (ASP) and the System Safety Program Plan (SSPP)
- SSOA role in the SSPP to ASP Transition
- Pretest, group exercises, and final exam

## Who Should Attend

State Safety Oversight Personnel; Individuals with an approved State Safety Oversight (SSO) Individual Training Plan (ITP) in the Public Transportation Safety Certification Training Program (PTSCTP)

## Fees

There are no fees to attend this course for current employees of a Florida public transit agency and who meet criteria identified in the [Transit Training Policies and Procedures](#). All participants must have permission from their transit system's supervisor to attend this course.

If CUTR does not have seats available for this TSI course, you may register directly through TSI at [www.tsi.dot.gov](http://www.tsi.dot.gov). Fees may apply when doing so.

USF is an Equal Opportunity/Equal Access Institution. For disability accommodations, please contact Molly Buffington at [buffington@cutr.usf.edu](mailto:buffington@cutr.usf.edu) or 813.974.7810 a minimum of ten (10) working days in advance to the training session.

## Travel Reimbursement

There are no travel reimbursement opportunities available for this training. All travel expenses are that of the traveler or their agency.

**Registration Deadline: Wednesday, December 16, 2020**

Visit [www.cutr.usf.edu](http://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 [buffington@cutr.usf.edu](mailto:buffington@cutr.usf.edu).

For LMS questions or technical assistance, please contact Stephanie Lewis at [zavacki@cutr.usf.edu](mailto:zavacki@cutr.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 professional 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 log-in or to register for the training course.

Go to: [www.transportationlearning.org](http://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@cutr.usf.edu](mailto:zavacki@cutr.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 **"Choose Session"**
  - Review the Terms & Conditions and select **"Continue"** and **"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.

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