

COURSE CONTENT OVERVIEW

# Display Screen Equipment (DSE) Assessor Training



This Display Screen Equipment (DSE) Assessor training course is designed for anyone who is looking to become a qualified DSE assessor in their place of work. It provides the learner with information about their duties, the risks that are typically posed by DSE and how to ensure employees are using equipment correctly and therefore safely.

With this knowledge, the DSE assessor will be able to carry out assessments and manage DSE-associated health risks with confidence.

The course covers the basics of DSE and so is suitable for those with limited knowledge, as well as those more familiar with DSE regulations.

#### **Module One: Introduction to DSE**

This module introduces the learner to DSE and explains what defines a DSE user. It outlines the key regulations, including the Health and Safety at Work, etc. Act 1974, and what a DSE assessor's responsibilities are in relation.

- Key definitions
- What is display screen equipment (DSE)?
- DSE users
- DSE regulations
- The Health and Safety at Work, etc. Act 1974
- DSE assessors
- Health risks associated with DSE
- The importance of assessing DSE

#### **Module Two: DSE Assessments**

This module details the five steps of DSE risk assessments. It explains the methods you can use to assess users' workstations, what should be examined, the potential hazards you may come across and what you should do with the information gathered during your assessment.

- What is a DSE assessment?
- Step 1: Identify the hazards
- Step 2: Decide who might be harmed and how
- Step 3: Evaluate the risks and implement controls
- Step 4: Record your findings
- Step 5: Review and update

#### **Module Three: Ergonomic Equipment and Environment**

This module explains how to select and set up equipment to be ergonomic for DSE users. It specifies how each piece of DSE should be assembled and how the user should be positioned when using it.

- Duties of manufacturers and suppliers of DSE
- Display screens
- Keyboards
- The mouse
- Phones
- Chairs
- Work surface
- Work environment
- Software

#### **Module Four: Alternative DSE**

This module provides information about the different types of alternative DSE that is increasingly being used in the workplace and how to use them safely.

- Portable equipment
- Active seating
- Standing users
- Hot desking

#### **Module Five: Good Posture and Wellbeing**

This final module explains how users should correctly position their body when using DSE. It also emphasises the importance of regular breaks and stretching exercises.

- Head position
- Upper and lower back
- Arms and wrists
- Legs and feet
- Taking breaks
- Eyesight
- Users with special requirements
- Providing information and training

## Aims of the training

By the end of this course, the learner will have a thorough understanding of:

- What DSE is and what defines a DSE user.
- The DSE regulations and what your duties are as a DSE assessor.
- The health risks associated with poor DSE and the importance of assessing and managing risks.
- How to carry out a DSE assessment of a user's workspace and what hazards you should look out for.
- How to select and set up ergonomic equipment and ensure environments pose minimal risks to users.
- What postures users should assume to minimise strain placed on their body, as well as the importance of taking breaks and stretching.
- The importance of providing users with information and training about their DSE set-up and good posture.