

Human Factors Safety Critical Task Analysis (SCTA) Distance Learning Course

Overview

Safety Critical Task Analysis (SCTA) is a key methodology for improving human performance and reducing the risk of human error associated with an organisation's critical tasks.

SCTA is a requirement for COMAH sites in the UK, to help control their major accident hazards, however it has wider applicability to safety-critical tasks and high performing organisations. SCTA is sometimes known as Human Factors Critical Task Review (HFCTR) or SHERPA (Systematic Human Error Reduction and Process Analysis).

Essentially all of these approaches involve three key elements: a detailed task analysis, human failure analysis and performance influencing factors (PIF) analysis. Taken together, this allows us to understand 'work-as-imagined' and 'work-as-done', what the potential failures could be and their consequences, and the factors that could increase or decrease the likelihood of those failures.

Our SCTA distance learning course provides you with the requisite knowledge to start implementing a programme of safety critical task analysis at site, or to be an intelligent customer when procuring and reviewing SCTA work.

The course is certified by the Chartered Institute of Ergonomics and Human Factors (CIEHF) and all participants who complete the course will receive a certificate with this recognition.

Learning outcomes

- Be able to facilitate Safety Critical Task Analysis (SCTA) projects, workshops & walkthroughs
- Understand regulatory context
- Identify different the four types of human failure and what to do about them
- Be able to apply task analysis best practices
- To understand and apply failure and PIF (Performance Influencing Factors) analysis
- Awareness of practical hints and tips for successful workshops and walkthroughs
- Good grasp of SCTA outputs, i.e. SCTA report, procedures and competence standards
- Explore the ways in which these methods can achieve production and quality objectives.



What Our Distance Learning Experience Involves

The course is delivered at a distance using a blend of online learning and access to digital resources.

There are over 20hrs of video talks, quizzes, activities, workshops and webinars. Participants will engage with a detailed road tanker offloading case study as part of the course, which has a high degree of vulnerability to different types of human failure.

Participants have access to:

WEBINARS	6 X 90 min webinars with experienced trainers from HRA
SUPPORT	Tutor feedback on task analysis, failure analysis and PIF analysis
RESOURCES	Access to the Human Reliability Academy SCTA course materials for two months
SOFTWARE	Access to the Human Factors Risk Manager (HFRM) software for two months. This is a useful teaching aid and a best practice tool for applying SCTA

Course structure:

Modules	Bonus material
<ol style="list-style-type: none"> 1. Human Factors for Process Safety 2. Overview of Safety Critical Task Analysis 3. Human Failure and non-compliance 4. Foundations of task analysis talks 5. Task analysis: industry case study workshop 6. Failure and PIF analysis (a) foundation 7. Failure and PIF analysis (b) demos 8. Failure and PIF analysis (c) workshop 9. Practical advice on running workshops & walkthroughs 10. SCTA outputs and impact talks 	<p><i>Screening of 'Fall from Grace' video</i></p> <p><i>Safety critical task identification and prioritisation [recorded webinar]</i></p> <p><i>Advanced use of the HFRM tool: rating PIFs, quantification, incident analysis [recorded webinar]</i></p> <p><i>Embedding SCTA in an organisation [recorded webinar]</i></p>

Participation Options & Schedule

Participants have a choice of three streams: **INTENSIVE, EXTENDED, SELF-DIRECTED**

The **Intensive** and **Extended** courses have live group webinars, whereas the **Self-directed** course has recorded webinars and more 1-to-1 feedback. This is designed to give participants maximum choice and flexibility to suit different schedule and learning styles.

Intensive Kick-off + 1 week	Week 0	Monday	Tuesday	Wednesday	Thursday	Friday
	Mini-course	Kick-off Webinar A				
	Week 1	Monday	Tuesday	Wednesday	Thursday	Friday
		Modules 1-3 Webinar B	Module 4 Webinar C	Module 5 Webinar D	Modules 6-8 Webinar E	Modules 9-10 Webinar F

Extended 5 weeks	Week 0	Week 1	Week 2	Week 3	Week 4	Week 5
	Mini-course	Modules 1-3 Webinars A&B	Module 4 Webinar C	Module 5 Webinar D	Module 6-8 Webinar E	Modules 9-10 Webinar F

Self-directed To delegate's own schedule	Week X, Y, Z... to be done within 2 months.					
	Mini-course	Modules 1-3 Webinars A&B	Module 4 Webinar C	Module 5 Webinar D	Module 6-8 Webinar E	Modules 9-10 Webinar F

Testimonials

A very effective and productive way to deliver training

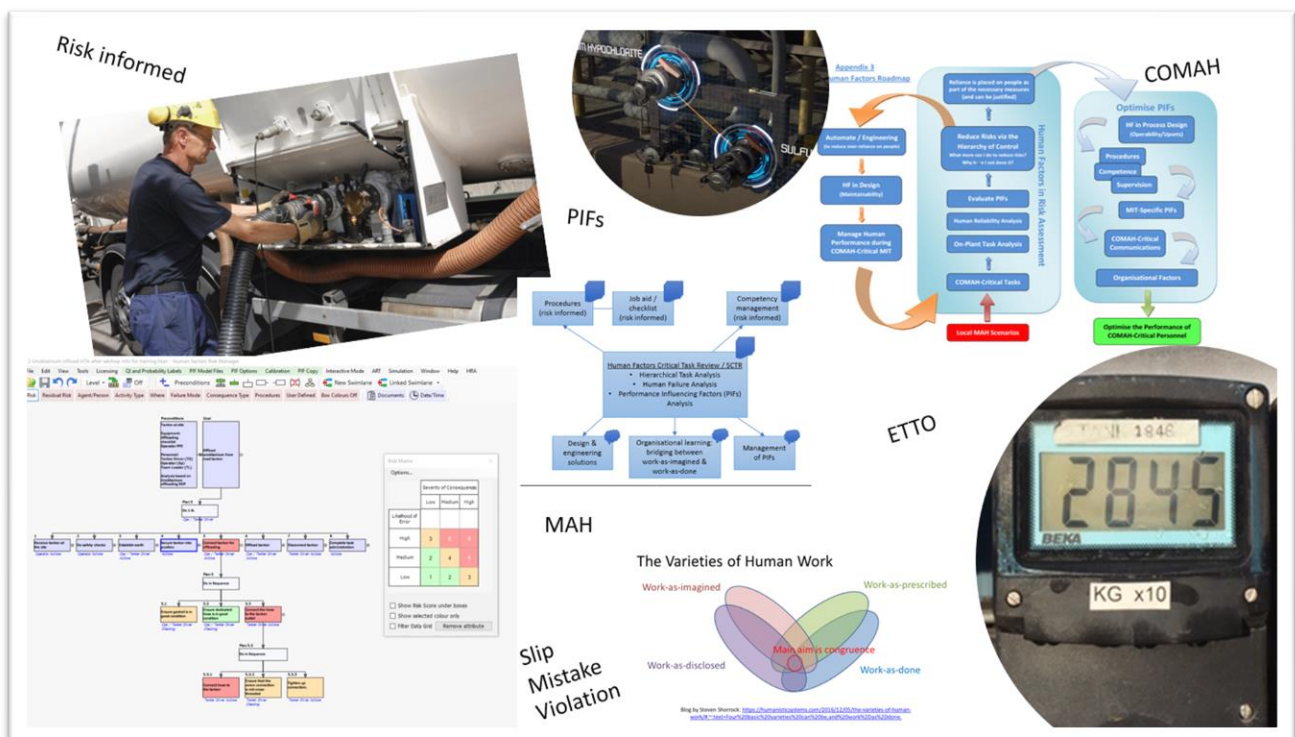
- “The Safety Critical Task Analysis course delivered remotely by HRA Ltd. covered all the elements of SCTA that I wanted out of the course and also provided some very useful hints and tips. The use of video and webinars offers a very effective and productive way of delivering training on this topic and we will be looking to make greater use of this in the future.” Dylan Peters, Snr Staff HES Engineer, Valero Pembroke Refinery.

Essential knowledge to drive human reliability improvement

- "This is a course all [Major Hazard Industries] in Singapore should consider as it helps participants acquire the needed knowledge, not only to drive human reliability improvement, but also to meet the Human Factors aspect of the local Safety [Regulations]." Process Safety Manager

A flexible course & practical examples – a good first rung on the SCTA ladder

- “Flexible modular course focussed on HF & SCTA with use of practical examples to enable HSE professionals, operations and engineers get onto the first rung of the SCTA ladder to improve task-based procedures and competence assurance - a must for anyone working on a MAH site.” HSE Manager



Human Factors Safety Critical Task Analysis (SCTA)

Course programme for 2021/2022

The schedule below shows our planned dates for SCTA courses through 2021/2022.

For the self-directed option, we have a rolling enrolment to sign up at any time.

2021

When	Course	Type	Notes	Dates	Time zone friendly?
June	SCTA	Online – 1 week	In partnership with the Energy Institute (EI)	7, 14, 15, 16, 17, 18 June	UK afternoon webinars, starting 3:00pm
Autumn	SCTA	Online – 5 weeks		1, 6, 8, 15, 22, 29 Oct	UK Webinars 8:30-10am. Asia/Pacific 3:30-5pm
Nov	SCTA	Face-to-Face 2 days	In partnership with the Energy Institute (EI)	15, 16 Nov	
Winter	SCTA	Online – 1 week		24, 29, 30 Nov 1, 2, 3 Dec	UK Webinars 3:00-4:30pm US East Coast 10–11:30am

2022

When	Course	Type	Notes	Dates	Time zone friendly?
Spring	SCTA	Online – 1 week		21, 28, 29, 30, 31 March 1 April	UK Webinars 8:30-10am Asia/Pacific 3:30-5pm
	SCTA	Online – 5 weeks		1, 3, 10, 17, 24, 31 March	UK Webinars 3:00-4.30pm US East Coast 10–11:30am
May	SCTA	Face-to-Face 2 days	In partnership with the Energy Institute (EI)	TBD	
Summer	SCTA	Online – 5 weeks		1, 2, 9, 16, 23, 30 June	UK Webinars 8:30–10am Asia/Pacific 3:30-5pm
	SCTA	Online – 1 week		11, 18, 19, 20, 21, 22 July	UK Webinars 3:00 - 4.30pm US East Coast 10–11:30am

2022 (continued)

When	Course	Type	Notes	Dates	Time zone friendly?
Autumn	SCTA	Online – 1 week		12, 19, 20, 21, 22, 23 Sept	UK Webinars 8:30-10:00am Asia/Pacific 3:30-5pm
	SCTA	Online – 4 weeks		3, 5, 10, 17, 24, 26 Oct	UK Webinars 3:00-4:30pm US East Coast 10-11:30am
Nov	SCTA	Face-to-Face 2 days	In partnership with the Energy Institute (EI)	TBD	

Cost [*Prices fixed until the end of 2021*]

- The cost of the course is £1,497 per delegate (+VAT if UK based).
- Existing HFRM software clients can receive a 10% discount.
- Organisations booking 3 or more delegates can claim a 10% discount.
- A charge of 3% will be added if paying by credit card.

How to Book

Please contact us to enrol/pay or to arrange a purchase order/invoice. If you have any questions about the course, schedule, suitability or have a large number of delegates (e.g. >10) please call or email.

Dr Dominic Furniss

To book a call use this link <https://calendly.com/dominic-furniss/training-call>

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