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Canadian Centre for Occupational Health and Safety (CCOHS) – Web Information Service

Content of the Database
The Canadian Centre for Occupational Health and Safety make available a collection of several health and safety related databases.

The component databases are:
- **Material Safety Data Sheets (MSDS)** This collection provides information on over 310,000 material safety data sheets obtained from manufacturers and suppliers on specific chemical products.
- **CHEMINFO** contains chemical profile information for more than 1,700 important workplace chemicals including fire and reactivity hazards and safe work practices. Records are designed for use by health and safety professionals, employees working with chemicals, users and writers of Material Safety Data Sheets, fire fighters, and other emergency response personnel.
- **RTECS** - Registry of Toxic Effects of Chemical Substances. This contains profiles of chemical substances. It covers over 400,000 chemical names.

- **OSH References Collection** includes access to OSHLINE, NIOSHTIC, NIOSHTIC – 2, HSELINE, CISILO, Canadiana.
  Within this collection we have subscription access to the following:
- **OSHLINE with NIOSHTIC** – OSHLINE complements the coverage of NIOSHTIC, which was discontinued in 1998. It provides access to current, peer-reviewed international health and safety publications.
- **HSELINE** - Produced by the Health Information Services (UK). Includes worldwide literature on occupational safety and health. It includes all publications from the UK Health and Safety Commission and Health and Safety Executive.

- **Canadian enviroOSH Legislation Plus Standards**
  A searchable full-text collection of Canadian Health, safety and environmental legislation.

Additional Resources – *free access is provided to the following resources:*
OSH Answers gives answers to frequently asked questions about health and safety and provides practical information to answer workplace concerns.

INCHEM provides chemical safety information from intergovernmental organizations. This is peer reviewed information on chemicals commonly used throughout the world, which may also occur as contaminants in the environment and food.

There are also a number of Specialized Databases e.g. CHEMINDEX.
CHEMINDEX use this database to search across all the CCOHS databases for a chemical name or CAS Registry Number. A link to synonyms is also given so you can see the various chemical names for that substance. It covers over 200,000 substances.

WHMIS Classification (Canadian Workplace Hazardous Materials Information System) is Canada's workplace hazard communication system. WHMIS classifications identify the regulated hazards of a chemical (e.g. acute toxicity, carcinogenicity, dangerously reactive).

Accessing CCOHS - Web Information Service (CCOHS)

CCOHS is available via **FindIt@Bham** (http://findit.bham.ac.uk) - see below

FindIt@Bham is a service providing access to a wide range of resources from electronic journals to databases to eprints and electronic books. It is also where you will find the Library Catalogue. Users need to log into **FindIt@Bham** using their Active Directory (ADF) username and password (also required for using Canvas and email). Once logged in you can choose from a number of options such as **Everything, Library Catalogue, Find Databases, Article Search, UoB Research & Publications** and **eJournals & eBooks.**
Find Databases includes the option to discover what resources are available for broad subject areas, such as Biosciences, Chemistry and Medicine, in 'Search by Subject'.

To access CCOHS, click on the Find Databases link towards the top right of the screen. Then type CCOHS in 'Search by Name' or browse the A-Z list. Then click on the title link.

Getting Onscreen Help

CCOHS – Web Information Service has a good help system which explains the content of each database and gives tips for constructing effective searches. Once you have selected the database you wish to search from the opening page, the help option is at the top of each database search screen.

Searching for chemical data

You can search for references across all the CCOHS databases by using the search box on the CCOHS – Web Information Service home page. For detailed field searching, use the advanced search options available for the constituent parts of CCOHS.

CHEMINDEX

You can search this index for a chemical by its name or CAS registry number.
By name
If you are certain of the chemical name enter it in the search box e.g. **PEG** and click on the **Search** button. If your search is successful the next screen will display the name of the chemical and its CAS registry number plus a link to any synonyms.

Click on the **CAS Registry Number** for the complete list of search results. The search results will list the databases which contains details of the chemical. Where a link to a database is given, click on the link for access to the full record.
For example, clicking on a link for **RTECS** will give you a list of entries in this database. Click on the chemical name, polyethylene glycol, and the full entry in the Registry of Toxic Effects of Chemical Substances for Polyethylene Glycol will be displayed.

By CAS Registry Number

CAS Registry Numbers are unique to a particular chemical, so this is an effective way of searching.

From the CCOHS home page you can search across all the collections.
For example, enter the number **108-88-3** in the search box and click on the **Search** button. The records found by your search on the CAS registry number (for Toluene) will be listed. Click on the name of the database or web collection to access the information.

Searching for publications

The Occupational Health and Safety Databases (OHSLine and NIOSHTIC) contain references to journal articles, research reports, conference proceedings and textbooks. It is possible to search all the Occupational Health and Safety Databases simultaneously by selecting the **OSH References** from the CCOHS – Web Information Service home page. Ensure that 'All OSH References Databases' box is ticked. This includes a PubMed subset.

By Author (Quick Search)

After selecting **OSH References** if you want to search for publications by a particular author, type in the author's surname in the search box. You can search using the author's surname only or, by using the surname and initials e.g. **Solomon or Solomon g m**. A list of brief references will be shown. Click on the title link to go to the full details of the reference.

By Subject (Quick Search)

You can also search for references by subject. In the search box type in the subject word or words. If you type in more than one word the database automatically searches for records which contain **all** the words you have entered. For example, a search for **milk dioxins** will find records which contain the word milk and the word dioxins. If you want to search for a phrase use quotation marks e.g. "indoor air quality".

Using the Advanced Search

Each database or collection has an advanced search page which allows you to search in the specific fields for that database or collection.

There are links to Advanced Searches for MSDS, CHEMINFO, RTECS and OSH References at the bottom of the CCOHS – Web Information home page.

You can use the 'Advanced Search' feature to build your search step-by-step or you can type your search query statement in to the query box.

To search a specific field, click on the drop down button next to **All Fields** and select the desired field e.g. subject or CAS Registry Number (in OSH References).
You can also build up a search step-by-step and combine the terms using: AND, OR, NOT.

For example, to do an advanced search across OSH references for material on dioxins by Schecter published between 1990 and 2004, you could enter your search as follows:

- Type the word **dioxins** in the query box and select to search in the **subject** field.
- Click on the **Add to Query** button.

  Note that a box at the side of the query box appears with the word AND in it.
  This allows you to combine your search using the operators (AND, OR, NOT).

- Next, type in the author's name **Schecter** and select to search in the **author** field. Before clicking on **Add to Query** button, make sure you are combining your search using AND
- Enter the publication dates in the specified box. In this case, from **1990 to 2004**
- Click on the Search button
- The results of your search will be displayed (eg references in HSELINE, OSHLINE).
- Clicking on the title of a reference will take you to the full bibliographic reference.

For more detailed information about searching use the **online help**.

Finding references

References retrieved from CCOHS databases may not be held by Library Services. Once you have identified relevant publications, you will need to look on FindIt@Bham to see whether a particular resource item is held at the University of Birmingham, either in print or electronically. http://findit.bham.ac.uk/

Please note: Full text will **not** be available from databases we do not subscribe to at the University of Birmingham (i.e. CISILO and Canadiana).

Retrieving results
The options for recording the results of a search are quite basic. You can either print results or save them to disk.

Printing/Saving Results

The records displayed on screen can be marked.

- Mark records in the search results hit list summary by clicking/checking the box next to the desired record(s) and clicking the *Submit* button. The records are then listed in the Marked Records folder.
- Go back to the results hit list summary and click on the **Marked Records** tab
- The marked records will be displayed
- Click on **Print/Save**
- Then click on **Prepare** in order to print or save
- Use the Web Browser's file menu to print or save
- Please Note: Database records in PDF format ( ), such as NJHS Fact Sheets and MSDSs, cannot be marked. They must be printed or saved one by one.
- The mark record function is **session specific**. When you exit the Web Information Service (CCOHS), the marked records will be cleared.

Ending a search session
Close your web browser by clicking on the **X** button in the top right hand corner of the screen.

Library Services publishes a range of resource guides:

https://intranet.birmingham.ac.uk/as/libraryservices/library/subject/resource-guides.aspx

IT Help
For assistance accessing this database, please contact the IT Service Desk in the Main Library or online at https://universityofbirmingham.service-now.com/

All Library Services documents are available in other formats, please contact Library
Services on 0121 414 5828 or
https://intranet.birmingham.ac.uk/as/libraryservices/library/contact/justask.aspx
for information

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