

## Facilitator Kit:

# How to deliver the SunSmart Toolbox Talk for Outdoor Workers

## What is the purpose of the Facilitator Kit?

The Facilitator Kit provides you with the resources you will need to deliver a 'SunSmart Toolbox Talk'. The SunSmart Toolbox Talk provides basic information for outdoor workers about the health risks of UV radiation (including increased risk of skin cancer and eye damage) and the importance of protecting the skin and eyes from UV radiation.

## What is included in the Facilitator Kit?

The Facilitator Kit includes everything you will need to deliver a SunSmart Toolbox Talk, including an educational video, a worksheet, posters, a FAQ sheet and feedback form for facilitators.

- **Educational video** – the educational video includes information for outdoor workers on:
  - ✓ What is UV radiation;
  - ✓ UV radiation exposure and skin cancer;
  - ✓ Steps outdoor workers can take to reduce their risk of skin cancer;
  - ✓ How to recognise and act on signs/symptoms of skin cancer.
- **Worksheet** – The worksheet helps employees engage more deeply with the topic of being SunSmart before and after watching the video. The worksheet can be used by the facilitator as a discussion guide or printed and given to employees to complete while watching the video. Discussions can take place in small groups or as a large group, depending on what works best for your workplace.
- **Posters** – The facilitator pack also includes posters which can be printed off and displayed in the workplace or handed out to employees during the Toolbox Talk. The posters included in the pack are:
  - ✓ Skin Cancer Prevention for outdoor workers infographic
  - ✓ Damaging effect of UVA and UVB
  - ✓ Sunscreen explained
  - ✓ Know the signs - Find Melanoma Skin Cancer Early
- **FAQ sheet** – The FAQ sheet includes further information for facilitators on the association between UV radiation and skin cancer in outdoor workers.
- **Tools and resources for skin cancer prevention in outdoor workers** – Provides information on all available resources for outdoor workers on skin cancer prevention

## How should I deliver the SunSmart Toolbox Talk?

Proposed outline of how to deliver the SunSmart Toolbox Talk using the video and worksheet (20 minutes):

- 5 minutes: Discuss questions 1-3 in worksheet before watching the videos
- 10 minutes: Play SunSmart Toolbox Talk educational video for Outdoor Workers, available for streaming from [https://youtu.be/-XRRrf9dO\\_0](https://youtu.be/-XRRrf9dO_0).
- 3 minutes: Play SunSmart Patient Skin Cancer Story, Martin's Story, available for streaming from [https://www.youtube.com/watch?v=S\\_vlcp5iDA](https://www.youtube.com/watch?v=S_vlcp5iDA)
- 5 minutes: Discuss questions 4-7 in the worksheet after watching the videos.

## Useful tips for delivering the SunSmart Toolbox Talk:

- When delivering the SunSmart Toolbox Talk, link back to relevant Solar UV radiation policy and other documentation for your workplace such as Solar UV radiation risk assessment tool.
- When possible, make the link to on-the-job skin protection for the outdoor workers.
- Take an interactive approach and bring visuals when possible, or appropriate, for the Toolbox Talk. For example, bring a bottle of a broad spectrum sunscreen (UVA star rating and UVB protection) with an SPF of 30+ and demonstrate what to look for on a bottle of sunscreen. Or bring samples of the personal protection equipment such as a wide brimmed hat, clothing or sunglasses that is provided by the workplace and show it to the employees.
- Take time to hear from employees during the training and learn what is working well with regards to skin protection and what could be improved. The feedback generated can strengthen skin cancer prevention best practice in the workplace.

## What should I do after I have delivered the SunSmart Toolbox Talk?

After you have delivered the SunSmart Toolbox Talk please complete the Facilitator Feedback Form and email it to [prevention@cancercontrol.ie](mailto:prevention@cancercontrol.ie). We are very interested to hear about your experience of delivering the Toolbox Talk.