

BSB41419 Certificate IV in Work Health and Safety



Regardless of the industry, leaders have a legal obligation to keep people safe and therefore WHS qualified people are needed in almost every business.

Designed for those working as supervisors, WHS personnel, or workers the BSB41419 Certificate IV in Work Health and Safety provides the skills and knowledge for those in any WHS-related role to manage risks, apply relevant WHS laws, and to contribute to WHS within the workplace.

About this program

This program will provide participants with an understanding of the work health and safety (WHS) skills required to administer various work health and safety functions. They will develop an understanding of WHS laws, incident response, managing claims, and hazard identification.

This practical program provides the skills and tools participants can use immediately and encourages them to think differently.

During the program, participants apply the learning, activities and assessments to their day-to-day role with opportunities to set goals, develop work priority plans and be self-reflective.

Why invest in work health and safety skills for your people?

Your people will:

- understand how to meet organisation and personal legal compliance obligations;
- learn about hazard identification, risk management and effective WHS management of subcontractors;
- learn to assist with responding to incidents and assisting with workplace monitoring processes and incident investigation;
- learn how to contribute to implementing and maintaining WHS consultation and participation processes; and
- learn how to have powerful safety conversations that empower people taking accountability for their own safety behaviours and show leadership in the workplace.



DELIVERY FORMAT

8 days

Eight days of training is broken into 4 x 2 day modules, plus a workplace task per module.

Participants can undertake the full qualification, or choose the module of their choice and gain the competencies covered in that module

This program is designed for adult participants who are already or have recently been employed. Assessments are open book questions, practical activities and projects designed to be incorporated into their day to day job rather than adding to their workload.

Participants have up to 12 months to complete the qualification or the individual modules.


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Pathway to BSB41419 Certificate IV in Work Health and Safety program




MODULE 1
A leaders role in workplace safety (2 days)

Gain skills to contribute to hazard identification and risk assessment. Learn how to communicate effectively to build trust.




MODULE 2
Contractors & workplace safety (2 days)

Understand the WHS legal framework to establish, monitor and support team and contractor compliance & induction.



MODULE 3
Monitor WHS processes & systems (2 days)

Learn what is required for due diligence and how to meet legal obligations in daily work activities.



MODULE 4
Best practice incident investigation (2 days)

Identify how to conduct a comprehensive incident investigation and present outcomes to stakeholders.





About the program modules

To attain the BSB41419 Certificate IV in Work Health & Safety, participants must be deemed competent in 10 units of competency (five core, five elective) over an eight-day program, plus workplace tasks.

The eight days may be delivered in consecutive days or in four x two-day modules with gaps between each module to allow participants to practice skills learned back at their workplace.

Our 8 day public program allows for enrollment in either the full qualification or into the individual modules.

Units of competency covered in this qualification

	Unit code	Unit title	Core/elective
	BSBLDR412	Communicate effectively as a workplace leader	Elective
	BSBWHS414	Contribute to WHS risk management	Core
	BSBWHS412	Assist with workplace compliance with WHS laws	Core
	BSBWHS418	Assist with managing WHS compliance of contractors	Elective
	BSBWHS415	Contribute to implementing WHS management systems	Core
	BSBWHS413	Contribute to implementation and maintenance of WHS consultation and participation processes	Core
	BSBWHS419	Contribute to implementing WHS monitoring processes	Elective
	BSBWHS416	Contribute to workplace incident response	Core
	BSBINS401	Analyse and present research information	Elective
	BSBCMM411	Make presentations	Elective

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PROGRAM OUTLINE

A leader's role in workplace safety

Module 1: BSB41419 Certificate IV in Work Health and Safety



MODULE 1 A leader's role in workplace safety (2 days)

Gain skills to contribute to hazard identification and risk assessment. Learn how to communicate effectively to build trust.



LEADING PEOPLE TO GROW

RTO.122052

Delivery format
2 days

Units covered in this module

- BSBLDR412 Communicate effectively as a workplace leader.
- BSBWHS414 Contribute to WHS risk management.

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This two-day module supported by workplace application and assessment, delivers two units towards the BSB41419 Certificate IV in Work Health and Safety.

Module outline:

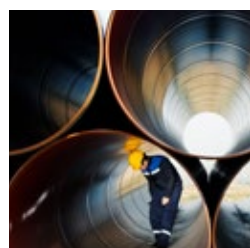
Within this module, workplace leaders gain the skills to contribute to hazard identification and risk assessments and learn how to communicate as a workplace leader to build trust. This module explores the skills and knowledge required to contribute to WHS risk management including the processes for identifying work health and safety (WHS) hazards and assessing and controlling the risks relating to those identified hazards according to legislative and organisational requirements.

Participants will gain the skills and knowledge required to understand different communication contexts, how to choose methods of communication to suit the audience and the importance of follow-up.

Outcomes:

At the end of this module participants will be able to:

- discover the role and importance of communication and consultation in minimising harm at work including accessing information and data used to identify hazards and to assess and control risks and how to clarify messages and create engaging and effective communication;
- define the purpose and need for follow up actions for different communications;
- identify accurate communication context and contribute to identifying risk management requirements and compliance; and
- contribute to workplace hazard identification and risk assessment.



PROGRAM OUTLINE

Contractors and workplace safety

Module 2: BSB41419 Certificate IV in Work Health and Safety



MODULE 2
Contractors &
workplace safety
(2 days)

Understand the WHS legal framework to establish, monitor and support team and contractor compliance & induction.

This two-day module supported by workplace application and assessment, delivers four units towards the BSB41419 Certificate IV in Work Health and Safety

Module outline

Whether you are a contractor, or you work with contractors, the law is very clear about WHS obligations on both sides.

This module develops the required skills and knowledge to assist with establishing and maintaining workplace compliance with work health and safety (WHS) laws. This includes identifying applicable WHS laws, duties, rights and obligations, and the necessary actions to ensure WHS compliance in the workplace, assisting with providing advice about the legislative duties, rights and obligations of individuals and parties prescribed in WHS laws and those of WHS regulators.

Participants will also develop an understanding of requirements to assist in managing the work health and safety (WHS) implications of using contractors. It involves identifying contractor duties, establishing organisational WHS compliance requirements associated with those duties, establishing and communicating the requirements expected of contractors, monitoring contractor compliance with WHS requirements, and implementing required responses to identified non-compliance.

Outcomes

At the end of this module participants will be able to:

- identify the legal framework for WHS in the workplace;
- provide advice about WHS compliance;
- establish WHS legislative compliance;
- maintain WHS legislative compliance;
- prepare for, and assist with, contractor WHS induction processes; and
- monitor contractor WHS compliance requirements and address non-compliance.



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Delivery format

2 Days

Units covered in this module

- BSBWHS412 Assist with workplace compliance with WHS laws.
- BSBWHS418 Assist with managing WHS compliance of contractors.

This program is designed for adult participants who are already or have recently been employed. Assessments are open book questions, practical activities and projects designed to be incorporated into their day to day job rather than adding to their workload.

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PROGRAM OUTLINE

Monitor and review WHS processes and systems

Module 3: BSB41419 Certificate IV in Work Health and Safety



MODULE 3 Monitor WHS processes & systems (2 days)

Learn what is required for due diligence and how to meet legal obligations in daily work activities.



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Delivery format
2 days

Units covered in this module

- BSBWHS415: Contribute to implementing WHS management systems.
- BSBWHS413 Contribute to implementation and maintenance of WHS consultation and participation processes.
- BSBWHS419 Contribute to implementing WHS monitoring processes.

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This two-day module supported by workplace application and assessment, delivers two units towards the BSB41419 Certificate IV in Work Health and Safety

Module outline:

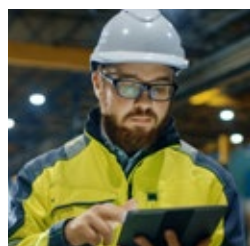
This module provides participants with the skills and knowledge to contribute to the implementation and maintenance of WHS consultation and participation processes and WHS monitoring systems.

It enables participants to meet due diligence obligations by gaining an understanding of what is required in terms of due diligence in the Australian workplace and how to meet their legal obligations in respect of their role and organisational requirements.

Outcomes

At the end of this module participants will be able to:

- contribute to developing, implementing and evaluating a work health and safety implementation plan;
- identify your (and others') roles and responsibilities in relation to WHS consultation and participation, then implement, review and make improvements as required;
- contribute to communicating and sharing WHS information and data;
- consult with relevant individuals to identify conditions to be measured;
- contribute to selecting measuring equipment; and
- collect information about the requirements of monitoring and contribute to testing.



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PROGRAM OUTLINE

Best practice incident investigation

Module 4: BSB41419 Certificate IV in Work Health and Safety



MODULE 4 Best practice incident investigation (2 days)

Identify how to conduct a comprehensive incident investigation and present outcomes to stakeholders.

This two-day module supported by workplace application and assessment, delivers four units towards the BSB41419 Certificate IV in Work Health and Safety

Module outline

In this module participants gain an understanding of what is involved in incident response and investigation in order to prevent further harm,

Participants explore, should an accident or incident occur, how to identify and conduct a comprehensive incident investigation in line with legislative and organisational requirements and how to collect, organise and analyse information using available systems and prepare, deliver and review presentations for target audiences.

Outcomes

At the end of this module participants will be able to:

- understand what is involved in incident response and incident investigation;
- identify how to conduct a comprehensive incident investigation inclusive of research, analysis and recommendations;
- understand how to collect, organise and analyse information using available systems;
- practice incident investigation and presentation skills to enhance understanding and skill levels; and
- explore what makes an engaging and effective presentation.



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DELIVERY FORMAT

2 Days

Units covered in this module

- BSBWHS416 Contribute to workplace incident response.
- BSBINS401 Analyse and present research information.
- BSBCMM411 Make presentations.

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