

Construction Skills Queensland (CSQ) subsidised BSB41419 Certificate IV in Work Health and Safety

FACILITATOR-LED LIVE ONLINE PROGRAM



Learning Dimensions Network (LDN) is a proud recipient of Construction Skills Queensland (CSQ) funding. You may be eligible for a \$2700 subsidy towards the BSB41419 Certificate IV in Work Health and Safety if you work within the QLD building and construction industry or are unemployed but have worked in the industry in the past 4 years.



Designed for future and current leaders (Supervisors, Team Leaders, WHS personnel) the BSB41419 Certificate IV in Work Health and Safety provides the skills and knowledge to manage risks, apply relevant WHS laws, and to contribute to WHS within the workplace.

Delivered live and online

This highly interactive training is delivered online in a live, facilitator-led, interactive training environment over Zoom. This is not a pre-recorded and self-paced online program – it is the same experience as our in-person programs.



Units of competency covered in this qualification

Module / date	Unit code	Unit title	Core/ elective
1. A leader's role in workplace safety (2 days): 1-2 February 2024	BSBLDR412	Communicate effectively as a workplace leader	Elective
	BSBWHS414	Contribute to WHS risk management	Core
2. Contractors and workplace safety (2 days): 22-23 February 2024	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
3. Monitor and review WHS processes and systems (2 days): 21-22 March 2024	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
4. Best practice incident investigation (2 days): 18-19 April 2024	BSBINS401	Analyse and present research information	Elective
	BSBCMM411	Make presentations	Elective

FULL PROGRAM COST
\$2995 AUD

COST IF
SUBSIDISED
BY CSQ:
\$295 AUD

Subsidised places are limited and subject to eligibility criteria.



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HOW TO ENROL IN THIS PROGRAM

Firstly, check your eligibility for CSQ funding **here** or by scanning the QR code below. Once the check is submitted LDN will contact you to organise enrolment.





Pathway to BSB41419 Certificate IV in Work Health and Safety



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.



Contractors & workplace safety (2 days)

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



Monitor WHS processes & systems (2 days)

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



Best practice incident investigation (2 days)

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



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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 and 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 yourself or your people?

Participants will:

- understand how to meet organisational 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.

About the program modules

To attain the BSB41419 Certificate IV in Work Health and 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 are delivered in four x two-day modules with gaps between each module to allow participants to practice skills learned.



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HOW TO ENROL IN THIS PROGRAM

To enrol in this subsidised program, participants must check their eligibility first. You can check this [here](#) or scanning the QR code below:



Who is CSQ?

CSQ is an independent, not-for-profit, industry-funded body supporting employers, workers, apprentices, trainees and career seekers in the building and construction industry. CSQ provides funding to reduce the financial obstacle to training, making upskilling an affordable option for many more individuals in the construction industry.

If you're considering upskilling in safety and you meet the eligibility criteria, you may be able to receive support from CSQ who will subsidise \$2700 towards the cost of the BSB41419 Certificate IV in Work Health and Safety. You will need to pay a non-refundable \$295 gap fee towards the full course fee (\$2995).

Who is eligible?

These subsidised places are available to eligible participants who work or are currently unemployed but have worked 'on the tools', 'in the field', or in relevant clerical, administration and professional roles as part of the building and construction industry in Queensland. You can be a sole trader, part-time employee, contractor, or even if you work full-time with one of the large construction companies or local councils.

To be eligible you need to be an Australian or New Zealand citizen, permanent resident, or a visa holder with relevant permission to work.

Upcoming dates

A leader's role in workplace safety (2 days):
1-2 February 2024

Contractors and workplace safety (2 days):
22-23 February 2024

Monitor and review WHS processes and systems (2 days):
21-22 March 2024

Best practice incident investigation (2 days):
18-19 April 2024



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PROGRAM OUTLINE

A leader's role in workplace safety

Part of the BSB41419 Certificate IV in Work Health and Safety



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.



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Delivery format

Online interactive using Zoom

Duration

2 days

Units covered in this module

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

This program is designed for adult participants who are already or have recently been employed. Assessments are knowledge questions, practical activities and workplace 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.

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.



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PROGRAM OUTLINE

Contractors and workplace safety

Part of the BSB41419 Certificate IV in Work Health and Safety



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

Online interactive using Zoom

Duration

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 knowledge questions, practical activities and workplace 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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PROGRAM OUTLINE

Monitor and review WHS processes and systems

Part of the BSB41419 Certificate IV in Work Health and Safety



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

Online interactive using Zoom

Duration

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.

This program is designed for adult participants who are already or have recently been employed.

Assessments are knowledge questions, practical activities and workplace 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.

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 monitoring WHS systems, policies, procedures and programs.

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

Part of the BSB41419 Certificate IV in Work Health and Safety



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

Online interactive using Zoom

Duration

2 days

Units covered in this module

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

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

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