



KEEPING PEOPLE SAFE

BSB41419 Certificate IV in Work Health and Safety



learning dimensions network
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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.

PROGRAM SUMMARY

Designed for those working as supervisors, WHS personnel, or emerging leaders, 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 compliance 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 and understanding of WHS laws, incident response, managing claims, and hazard identification.

This practical program provides the skills and tools participants can use immediately within the workplace 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.

PROGRAM OUTCOMES

- 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, assisting with incident investigation and workplace monitoring processes.
- Learn how to contribute to implementing and maintaining WHS consultation and participation processes.
- 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

Face-to-face or online interactive using Zoom or MS Teams.

Program: 8-days of training broken into 5 modules plus an application activity per module.

Learners can undertake the full qualification, or choose the module of their choice and gain the units of competency covered in that module.

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

Assessments are knowledge questions, practical activities, observations and application activities designed to be incorporated into the learner's day-to-day job rather than adding to workload.

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

SUITABLE FOR





BSB41419 Certificate IV in Work Health and Safety

A LEADER'S ROLE IN WORKPLACE SAFETY (2 DAYS)



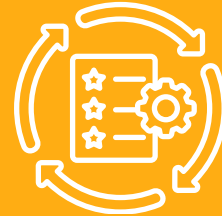
Gain skills to contribute to hazard identification and risk assessment.
Learn how to communicate effectively to build trust.

CONTRACTORS & WORKPLACE SAFETY (2 DAYS)



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

IMPLEMENTING & MAINTAINING WHS SYSTEMS (1 DAY)



Understand how to implement and maintain effective WHS systems to ensure compliance, manage risks, and support a safe workplace.

MONITORING PROCESSES FOR HEALTH & SAFETY (1 DAY)



Learn how to monitor and review health and safety processes to ensure ongoing compliance and continuous workplace improvement.

BEST PRACTICE INCIDENT INVESTIGATION (2 DAYS - delivered with a scheduled break between sessions for workplace application)



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

DELIVERY MODES

To attain the BSB41419 Certificate IV in Work Health and Safety, participants must be deemed competent in 10 units of competency (5 core, 5 elective) over an 8-day program, plus workplace application activities.

For optimal outcomes, the 8 days should be delivered in 5 modules with time between each module to allow participants to practice skills and apply their learning in the workplace. Note: Module 5 will run on 2 separate days, rather than back to back.

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

UNITS OF COMPETENCY COVERED IN THIS QUALIFICATION

Unit Code	Unit Descriptor
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)

For module details, please refer to the following pages.

MODULE 1 (2 days)

A LEADER'S ROLE IN WORKPLACE SAFETY



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

PROGRAM SUMMARY

This 2-day module supported by workplace application and assessment, delivers 2 units towards the BSB41419 Certificate IV in Work Health and Safety.

ABOUT THIS PROGRAM

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.

PROGRAM OUTCOMES

- 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.
- Contribute to workplace hazard identification and risk assessment.



DELIVERY FORMAT

Face-to-face or online interactive using Zoom or MS Teams.

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.

DURATION

2-Days

UNITS COVERED IN THIS MODULE

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

SUITABLE FOR



SENIOR
LEADERS



FRONTLINE
LEADERS



EMERGING
LEADERS

MODULE 2 (2 days)

CONTRACTORS & WORKPLACE SAFETY



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

PROGRAM SUMMARY

This 2-day module supported by workplace application and assessment, delivers 2 units towards the BSB41419 Certificate IV in Work Health and Safety.

ABOUT THIS PROGRAM

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.

PROGRAM OUTCOMES

- 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.
- Monitor contractor WHS compliance requirements and address non-compliance.



DELIVERY FORMAT

Face-to-face or online interactive using Zoom or MS Teams.

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.

DURATION

2-Days

UNITS COVERED IN THIS MODULE

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

SUITABLE FOR



MODULE 3 (1 day)

IMPLEMENTING AND MAINTAINING WHS SYSTEMS



Learn how WHS systems support compliance, consultation, monitoring and continuous improvement across the organisation.

PROGRAM SUMMARY

This 1-day module is supported by workplace application and assessment and delivers 2 units towards the BSB41419 Certificate IV in Work Health and Safety.

ABOUT THIS PROGRAM

Within this module, workplace leaders gain the skills to contribute to implementing WHS management systems and supporting monitoring processes. Participants explore how WHS systems integrate policies, procedures, consultation processes and monitoring mechanisms to ensure compliance with legislative and organisational requirements.

The module focuses on contributing to WHS system planning, implementation strategies, communication processes and monitoring system effectiveness through performance measures and review activities. Participants will also explore how consultation, training and information systems support WHS management systems and organisational compliance.

Participants will gain the skills and knowledge required to contribute to implementing WHS management systems, monitoring safety performance and supporting continuous improvement across the organisation.

PROGRAM OUTCOMES

- Contribute to implementing a WHS management system implementation plan.
- Identify roles and responsibilities in WHS consultation and participation processes.
- Contribute to communicating WHS information and data across the organisation.
- Support WHS management systems by collecting, documenting and evaluating safety information.
- Contribute to reviewing and improving WHS management system effectiveness.



DELIVERY FORMAT

Face-to-face or online interactive using Zoom or MS Teams.

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.

DURATION

1-Day

UNITS COVERED IN THIS MODULE

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

SUITABLE FOR



SENIOR LEADERS



FRONTLINE LEADERS



EMERGING LEADERS

MODULE 4 (1 day)

MONITORING PROCESSES FOR HEALTH AND SAFETY



Develop practical skills to monitor workplace health and safety performance and identify opportunities for improvement.

PROGRAM SUMMARY

This 1-day module is supported by workplace application and assessment and delivers 1 unit towards the BSB41419 Certificate IV in Work Health and Safety.

ABOUT THIS PROGRAM

This module focuses on how organisations monitor and measure health and safety performance to ensure controls are working effectively and risks are being managed.

Participants explore workplace monitoring activities such as inspections, health monitoring, environmental monitoring and the collection of safety performance data. The module also examines how monitoring results are analysed, documented and used to support continuous improvement of safety practices and systems.

By the end of the module, participants will understand how monitoring contributes to proactive safety management and supports evidence-based decision-making in the workplace.

PROGRAM OUTCOMES

- Identify methods used to monitor workplace health and safety performance.
- Contribute to collecting and recording WHS monitoring information and data.
- Support health and environmental monitoring activities.
- Assist in evaluating monitoring results to determine effectiveness of controls.
- Contribute to reviewing safety performance and identifying improvement opportunities.



DELIVERY FORMAT

Face-to-face or online interactive using Zoom or MS Teams.

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.

DURATION

1-Day

UNITS COVERED IN THIS MODULE

- BSBWHS419 Contribute to implementing WHS monitoring processes

SUITABLE FOR



MODULE 5

(2 days - delivered with a scheduled break between sessions for workplace application)

BEST PRACTICE INCIDENT INVESTIGATION



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

PROGRAM SUMMARY

This 2-day module supported by workplace application and assessment, delivers 3 units towards the BSB41419 Certificate IV in Work Health and Safety.

ABOUT THIS PROGRAM

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.

PROGRAM OUTCOMES

- 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.
- Explore what makes an engaging and effective presentation.



DELIVERY FORMAT

Face-to-face or online interactive using Zoom or MS Teams.

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.

DURATION

2-Days (with time between for workplace application)

UNITS COVERED IN THIS MODULE

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

SUITABLE FOR

