



BSB41415 Certificate IV in Work Health and Safety

About this Program Information for Learners

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Overview of the Qualification

The Certificate IV in Work Health and Safety is a national industry qualification which reflects the role of individuals who are required to have broad WHS knowledge and skills for the workplace.

Typical job roles would include a WHS Advisor who works under the supervision of a Safety Manager.

Qualification Pathways

After achieving the Certificate IV in Work Health and Safety qualification, candidates may undertake the BSB51315 Diploma of Work Health and Safety, a qualification for those wishing to develop specialised skills and knowledge required to coordinate and maintain the WHS program within an organisation.

Prerequisite requirements

There are no prerequisite requirements for individual units of competency.

Examples of indicative job roles for candidates seeking entry based upon their vocational experience include:

- Health and Safety Representative
- Health and Safety Committee Member
- Health and Safety Assistant

Structure of the Program

The qualification is made up of ten (10) individual units of competency or competency standards which have been organised into five (5) general program areas:

- 1) WHS Compliance and Consultation
- 2) Risk Management and Monitoring Hazards
- 3) WHS Incidents and Emergency Procedures
- 4) Work-related Health and Safety Measures
- 5) WHS Management Systems and Team Development

The individual units of competency that have been selected for this program are outlined below.

Code	Title	Core/ Elective
BSBWHS402	Assist with compliance with WHS laws	Core
BSBWHS403	Contribute to implementing and maintaining WHS consultation and participation processes	Core
BSBWHS404	Contribute to WHS hazard identification, risk assessment and risk control	Core
BSBWHS405	Contribute to implementing and maintaining WHS management systems	Core
BSBWHS406	Assist with responding to incidents	Core
BSBWHS409	Assist with workplace monitoring processes	Elective
BSBWHS410	Contribute to work-related health and safety measures and initiatives	Elective
BSBWHS401	Implement and monitor WHS policies, procedures and programs to meet legislative requirements	Elective
PUAWER002B	Ensure workplace emergency prevention procedures, systems and processes are implemented	Elective
BSBLED401	Develop teams and individuals	Elective

Duration

The course is delivered in a face to face training context delivered over a period of five (5) days. There are a range of delivery methods including facilitation, presentations, with a focus on practical individual and group. There are also five (5) assessment activities to be completed.

It is recommended that participants complete all of their assessments within a three (3) month timeframe after the completion of training.

Language, Literacy and Numeracy (LLN)

This qualification requires that potential candidates have underlying language, literacy and numeracy (LL&N) and other skill requirements. This includes effective language, communications and interpersonal skills and the ability to write a range of documentation.

For example, candidates are expected to adapt and use techniques and tools to record hazard identification and risk assessment processes, undertake a training needs analysis of WHS training needs in their workplace, and to communicate with members of the work group and management.

Candidates who may have difficulty meeting these requirements will be provided with advice and options such as appropriate language and literacy skills training on application.

The ability to use information technology is also a requirement of some of the units of competency. This involves research on the internet and basic use of word processing.

Ideally, all candidates should have a pre existing knowledge of health and safety in the workplace.

Outline of Assessment Activities

In order for you to be determined as competent for the Certificate IV in Work Health and Safety qualification, you will need to complete a range of assessment tasks and activities.

These are outlined below:

Assessment Activity No.1 – WHS Compliance and Consultation

This assessment activity requires you to demonstrate your ability to provide advice about the legislative duties, rights and obligations of individuals and parties and your understanding of WHS consultation and participation processes in the workplace.

Assessment Activity No.2 – Risk Management and Monitoring Hazards using Equipment

This assessment activity requires you to demonstrate your ability to identify hazards, assess the risks and develop and evaluate control measures you have implemented. You are also required to demonstrate your ability to assist with monitoring a range of physical agents and conditions relevant to WHS.

Assessment Activity No. 3: Responding to WHS Incidents and Emergency Procedures

This assessment activity requires you to demonstrate your ability to assist in the response to incidents and implement workplace emergency prevention procedures within a workplace.

Assessment Activity No. 4: Work-related Health and Safety Measures

This assessment activity requires you to select, develop, implement and evaluation of a range of work-related health and safety measures and initiatives.

Assessment Activity No.5: WHS Management Systems & Team Development

This assessment activity requires you to demonstrate your ability to contribute to the implementation and maintenance of a work health and safety management system (WHSMS) and determine individual and team development needs and to facilitate the development of the workgroup.

Recognition of Prior Learning

If you believe you can demonstrate prior learning and/or current competency, you can make an application for Recognition of Prior Learning. An application and evidence guide is available on request. You should also discuss your options with a qualified trainer and assessor.

Further Information

Refer to the Code of Practice for further information on:

- fees and refund policy
- complaints and grievances policy

Contact Future Skills on 1300 817 545 for further information and assistance.