



**Down to Earth**  
TRAINING & SAFETY SKILLS



**RTO 32328**

# CERT IV IN WORK HEALTH & SAFETY

BSB41415 – CERTIFICATE IV IN WORK HEALTH AND SAFETY

## DURATION

**9 contact days plus 1 support day each month with 6 months to complete qualification post final contact day.**

This course is geared to run 3 days each month over 3 months throughout the year. Each part consists of 3 days class based training.

To support the qualification each month a student day is offered to support the student at no extra charge.

## COURSE OUTLINE

Certificate IV in Work Health Safety is a qualification that reflects the role of people for whom workplace health and safety will become a large part of their job, or their full time job function within a structured workplace health and safety system. These people may already be employed and may or may not work under supervision.

They may provide leadership and guidance to others and have some responsibility for the output of others.

Participants may have existing qualifications and technical skills in any given vocation or profession, yet require skills or recognition in Work Health and Safety functions and typically report to a manager.

This qualification reflects the role of workers who apply a broad knowledge base and well developed skills in a wide variety of contexts and may include coordinators, advisors and facilitators.

The qualification comprises of 10 units, 5 core and 5 elective units.

### Core Units

- BSBWHS402 Assist with compliance with WHS laws
- BSBWHS403 Contribute to implementing and maintaining WHS consultation and participation processes
- BSBWHS404 Contribute to WHS hazard identification, risk assessment and risk control
- BSBWHS405 Contribute to implementing and maintaining WHS management systems
- BSBWHS406 Assist with responding to incidents

### Elective Units

- BSBRES401 Analyse and present research information
- BSBSUS301 Implement and monitor environmentally sustainable work practices
- BSBWHS407 Assist with claims management, rehabilitation and return-to-work programs
- BSBMGT403 Implement continuous improvement
- BSBWHS410 Contribute to work-related health and safety measures and initiatives

## ASSESSMENT

Participants will be assessed as they complete the units via role plays, group based activities, workplace project activities and theory assignments.

On successful completion participants receive an AQF qualification for BSB41415 Certificate IV in Work Health Safety.

## BENEFITS

- Nationally accredited course
- Cross industry qualification
- Contributes to the PCBU's due diligence profile
- Supports Rehabilitation and return to work coordination within industry

## WHO SHOULD ATTEND?

This course is suitable for people intending to become a health and safety advisor/coordinator, workplace supervisor or manager.

## Additional Information

To successfully complete this program, learners will be required to complete post course assessments.

Participants will also be required to have:

- Access to, and the ability to use a computer to complete electronic assessments
- Internet access to research relevant information/legislation/requirements for workplace assessment
- A sound level of literacy skills to comprehend and complete a range of supporting documents, these may include but are not limited to; risk assessments, policies, procedures and action plans
- Organisational skills to manage their own work task with a timeframe
- Access to a workplace or have experience in a workplace

## LEGISLATION/COMPLIANCE

This course is a nationally recognised qualification and in line with current WHS legislation requirements.

## PREREQUISITES

There are no prerequisite requirements for individual units of competency however participants will be expected to have a range of cognitive, technical and communication skills to select and apply a specialised range of methods, tools, materials and information to:

- Complete routine activities
- Provide and transmit solutions to predictable and sometimes unpredictable problems

## RECOGNITION OF PRIOR LEARNING

Individuals who believe they may be competent in one or more units of the qualification can apply for RPL in those unit (s). RPL is available for each unit of competency, based on relevant work experience, formal training or expertise.

Complete a Recognised Prior Learning Application form and one of our assessors will contact the applicant to discuss evidence requirements.

## LOCATION OF TRAINING

Our training centre is located at 12 Little Bramston Street Gladstone. Alternately courses can be booked for any location where appropriate facilities can be provided.

## COURSE COSTS

A total fee of \$2,505.00 per person which covers all course materials, administration, training facility and catering costs.

Instalments of \$835.00 can be paid prior to commencement of each cluster of 3 day training.

## BOOKINGS

Visit our web site [www.downtoearthresults.com.au](http://www.downtoearthresults.com.au) and book via the training calendar or alternatively contact us.

## PAYMENT METHOD

Payments can be made via direct debit:

Westpac Banking Corporation  
Down To Earth Results  
Student Course Fees Trust Account  
BSB: 034 126 ACC: 307 847

or by VISA/MasterCard.

## REFUND POLICY

DTE has a fair and equitable refund policy in place containing guidelines guaranteeing the refund of fees to participants under reasonable circumstances. The management guarantees that DTE has a sound financial position and safeguards participant fees until used for training. Please ask for a copy of the refund policy.

We stand by our training excellence 100% and guarantee our product. Should for some valid reason the training does not meet your expectations we shall provide a full refund.

## COMMITMENT

Our facilities and experienced instructors ensure that graduates of our courses leave equipped with the knowledge and skills required for safe work in their chosen field with the breadth and depth of knowledge required for the role. In addition we offer an on-going support service to all course participants including student drop in days on a monthly basis.

## CONTACT US

Please contact DTE administrator to discuss your needs or queries regarding training and upcoming dates for courses.



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WEB [www.downtoearthresults.com.au](http://www.downtoearthresults.com.au)