

30630QLD Course in Functioning as a WH&S Representative

Overview

Workplace Health and Safety Representatives (WHSRs) assist in the consultation and cooperation processes by representing the views of workers and communicating these up the chain of responsibility to supervisors and management. This course is intended to give participants the necessary skills and knowledge to perform this role while also satisfying the requirements of the *Workplace Health & Safety Act (Qld) 1995*.

Target Audience

- Existing WHSRs requiring a refresher
- Members of Health & Safety Committees

Entry Requirements

There are no restrictions on entry to this course, however it is preferred that students have at least an intermediate level of numeracy, literacy and communication skills.

Delivery

This course is delivered and assessed over three (3) days of face-to-face classroom sessions.

Units of Competency

There are three (3) core units of competency associated with this course:

- WHSR01A Identify and apply relevant workplace health and safety information
- WHSR02A Identify hazards and control risks in the workplace
- WHSR03A Represent workers in workplace health and safety consultation mechanisms
- WHSR04A Issuing Workplace Health and Safety Provisional Improvement Notices (PINS)

Outcomes

It is expected that participants will acquire knowledge, skill and understanding of the following areas:

- OH&S information relevant to the workplace or area of representation
- Identification, assessment, management and control of workplace hazards and risks
- Representation of workers within WH&S consultation arrangements
- WH&S report preparation and presentation
- Review of workplace incidents and consequences

Upon successful completion of this course participants will receive a Statement of Attainment.

Assessment Requirements

Participants will be required to successfully complete a series of assessment tasks which may include a written exam, workbook, observation / practical demonstration and case studies.

CSTC Pty Ltd
A.B.N. 85 078 440 105

www.cstc.org.au

Brisbane
460-492 Beaudesert Rd
Salisbury Qld 4107
PO Box 51
Moorooka Qld 4105
T +61 7 3373 8888
F +61 7 3373 8899

Rockhampton
PO Box 51
Moorooka Qld 4105
T 1300 011 636
F 1300 018 147

Townsville
PO Box 51
Moorooka Qld 4105
T 1300 011 636
F 1300 018 147

Cairns
PO Box 51
Moorooka Qld 4105
T 1300 011 636
F 1300 018 147

Recognition of Prior Learning (RPL) / Credit Transfer

Prospective participants may be eligible to receive RPL or credit transfer depending on whether they have any previous industry experience or hold existing qualifications. Applicants should speak with CSTC at the time of enrolment to discuss these options further.

How to Enrol

Interested applicants should download a copy of the New Student Application Form from our website and submit it with payment to their local CSTC office. Payment options are provided on the reverse side of the application form, and course prices listed below are subject to change without notice.

Course Dates & Fees

Dates and fees associated with this course are provided separately on the Course Dates Brochure specific to each training location. These brochures can be downloaded from our website.

Refund Policy

The Refund Policy confirms that refunds are provided (as appropriate) within an acceptable time frame. In all instances, a full refund of enrolment fees will be made to the payer if training is cancelled by CSTC for any reason. Please refer to CSTC's website for further information regarding refunds and cancellations.

Additional Information

It is recommended that participants undertake a refresher course after five (5) years of completing this course. Participants should contact their local CSTC office to enrol in this course.