



BSB41415

CERTIFICATE IV IN

WORK HEALTH AND SAFETY



COURSE BROCHURE

**TRAINING DEVELOPED
FOR THE INDUSTRY, BY
THE INDUSTRY**

✓ NATIONALLY RECOGNISED TRAINING

✓ SMART AND SKILLED

✓ TRAINING AND ASSESSMENT



**Master
Builders
Association**
New South Wales

BSB41415 CERTIFICATE IV IN WORK HEALTH AND SAFETY

ONLINE TRAINING AND ASSESSMENT

Master Builders Association of NSW Pty Ltd (Master Builders) is a Registered Training Organisation offering nationally recognised qualifications and courses across New South Wales which meet national industry standards. Pathways to qualifications include full training and assessment, assessment towards Recognition of Prior Learning (RPL), gap training and Continuous Professional Development (CPD).

This course brochure will inform and guide you through Master Builders online training and assessment course for **BSB41415 Certificate IV in Work Health and Safety**, from application through to certification.

If your application to enrol is successful, you will have the opportunity to participate in training and assessment towards this qualification.

OVERVIEW

The **BSB41415 Certificate IV in Work Health and Safety** course has been designed to provide a broad range of knowledge and skills in managing and supervising workplace health and safety on construction sites and projects.

Participants will be assessed against skills and knowledge that meet current industry requirements for the building sector.

ENTRY REQUIREMENTS

Master Builders applies the following entry requirements:

- You have more than two (2) years' experience in a work health and safety related role (experience must be within the last ten (10) years)
- You have a valid White Card (general construction induction card)
- You are able to provide the details of two (2) referees that have worked with you for 12 months or more and can confirm your work history / experience (Referees must be a current licenced builder, construction manager or site foreman)
- You are able to answer at least 65% of the technical industry questions correctly during your application process
- You are currently working on active construction projects

This course may be subsidised by the NSW Government through the Smart and Skilled Initiative. If you are eligible for the government subsidy, your student fee will be determined by the NSW Government.

Smart and Skilled fees are subject to funding availability. Fees and funding will be confirmed once we have received your successful application.

To be eligible, you must also meet the following Smart and Skilled eligibility criteria:

- You are at least 15 years old
- You live or work in NSW

- You are an Australian citizen, or permanent resident, or a humanitarian visa holder, or a New Zealand citizen
- You are no longer attending school

Participants will require sufficient language, literacy and numeracy skills to be able to engage in the assessment and perform workplace tasks such as developing and implementing safety management systems, managing safe practices on site, hazard and risk management, and investigating incidents. If you require assistance, please contact us to discuss the options available to you.

COURSE DESCRIPTION

BSB41415 Certificate IV in Work Health and Safety requires assessment of units of competency that address the skills and knowledge of those responsible for the managing and supervising of safe work practices on construction sites and projects.

REQUIRED PARTICIPANT RESOURCES

Master Builders will provide all course materials to enable you to complete this course.

You need a laptop, iPad, or desktop computer in order to access online learning materials and complete and submit assessment tasks.



THE STUDENT JOURNEY

APPLICATION

- Complete and submit the online application form and answer questions about your previous work history and experience, provide two referees to confirm your work history and experience, as well as answer a series of technical industry based questions
- We review your application and determine if you are suitable
- We email you the outcome of your application
- If you are successful we will email you an invitation to enrol

ENROLMENT

- Complete and submit the online enrolment form
- Provide us with your Unique Student Identification (USI) number
- Upload certified copies of your identification
- Provide payment for the enrolment fee
- You will receive access to complete an online industry quiz. The quiz provides valuable information that assists us in understanding your needs.
- On completion of the quiz, we will email confirmation of your enrolment, including your confirmed fees and access to your online resource material and assessment tasks for the initial stage of your course.

ONLINE TRAINING AND ASSESSMENT

- You will be required to complete your online training and assessment inline with the timeframe provided
- You will need to provide payment for your the online resources and assessments for the second stage of your course is released.
- We will email access to your second stage resources and assessment once payments are received for your commencement fee
- You will be required to undertake and complete online assessment tasks for each subject in the course
- If assessed as competent in all units of competency, you will progress to the certification process for BSB41415 Certificate IV in Work Health and Safety

CERTIFICATION

- Our Quality Assurance team checks your assessments and evidence submitted through Panel Review processes
- If your submitted assessments and any additional evidence submitted complies with our Quality Assurance criteria, you will be awarded the BSB41415 Certificate IV in Work Health and Safety
- Where Quality Assurance checks determine additional evidence is required, you will be contacted by a Customer Service Representative to provide further evidence

COURSE STRUCTURE

The course is designed to be delivered online in four subjects. Participants are expected to be able to complete the course and have completed all assessment requirements within a maximum of twelve (12) months.

The course is described below, including the units of competency applicable to each subject. To achieve the **BSB41415 Certificate IV in Work Health and Safety** you will need to successfully complete all four subjects.

Subject: WHS Management Systems

The course subject **WHS Management Systems** provides participants with the skills and knowledge to develop and review workplace health and safety management systems, policies and procedures, ensuring these meet legislative, regulatory and industry standards and requirements.

The units of competency included in this subject are:

CODE	UNITS OF COMPETENCY	CORE / ELECTIVE
BSBWHS402	Assist with compliance with WHS laws	Core
BSBWHS405	Contribute to implementing and maintaining WHS management systems	Core

Subject : Hazards, Risks and Incidents

The course subject **Hazards, Risks and Incidents** addresses the processes surrounding the identification of hazards and their associated risks, with further guidance on effective responses to hazard and risk management.

The units of competency included in this subject are:

CODE	UNITS OF COMPETENCY	CORE / ELECTIVE
BSBWHS404	Contribute to WHS hazard identification, risk assessment and risk control	Core
BSBWHS406	Assist with responding to incidents	Core
BSBMGT403	Implement continuous improvement	Elective

Subject: WHS and Personnel

The course subject **WHS and Personnel** aims to teach participants effective supervision and management processes and principles, including consultation, contractor management and the provision of training and education for personnel.

The units of competency included in this subject are:

CODE	UNITS OF COMPETENCY	CORE / ELECTIVE
BSBWHS403	Contribute to implementing and maintaining WHS consultation and participation processes	Core
BSBWHS408	Assist with effective WHS management of contractors	Elective
BSBWHS410	Contribute to work-related health and safety measures and initiatives	Elective

Subject: Workplace Safety Documentation

The course subject **Workplace Safety Documentation** guides participants on the preparation of workplace formal documentation, including reports, graphics and the analysis of information gained through research.

The units of competency included in this subject are:

CODE	UNITS OF COMPETENCY	CORE / ELECTIVE
BSBRES411	Analyse and present research information	Elective
BSBWRT401	Write complex documents	Elective

COURSE ASSESSMENTS

Master Builders provides structured knowledge questions, written project-based tasks and practical tasks to be performed.

At the completion of each subject, your trainer/assessor will enter feedback and your results online. You will be notified by email accordingly.

TRAINING QUALITY AND CERTIFICATION

Master Builders is responsible under the National Vocational Education and Training Regulator Act 2011 for the quality and delivery of training and assessment and will be the organisation issuing an AQF certificate or statement of attainment to participants.

FEES

This course may be subsidised by the NSW Government through the Smart and Skilled Initiative. If you are eligible for the government subsidy, your student fee will be determined by the NSW Government.

Smart and Skilled fees are subject to funding availability. A quote of applicable fees and funding will be provided prior to enrolment.

A general guide to fees for this qualification pathway is as follows:

NSW Government Smart and Skilled Subsidy Indicative Pricing	
If you do not hold a previous qualification	from \$1,580
If you do hold a previous qualification	from \$1,850
Indicative Pricing without NSW Government Subsidy	
Master Builders Member Rate	\$2,750
Non-Member Rate	\$3,000

Student fees may decrease if you are awarded Credit or Recognition of Prior Learning in any unit/s of competency and are no longer required to undertake classroom or distance-based training and assessment for these unit/s of competency.

Fees are invoiced under the follow payment structure:

Invoice Stage	Amount	Invoice Issued
Enrolment	\$1,500	On enrolment
Commencement	Remaining value (not exceeding total course value)	On release of stage 1 resources

Please note, relevant fees must be paid in full prior to progressing from one stage to the next. All participant fees are GST exempt.

Visit www.smartandskilled.nsw.gov.au to learn more about the Smart and Skilled program.

According to the Standards for RTOs 2015, at no stage will Master Builders charge more than \$1,500 in advance of services being provided.

WHY MASTER BUILDERS?

- ✓ **Quality** - we care about our industry
 - ✓ **Recognition** - we are respected by the industry
 - ✓ **Affordability** - we offer cost-effective courses
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FOR MORE INFORMATION



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www.mbansw.asn.au/training
