



trainwest
training your future

WORK HEALTH AND SAFETY Enquiry package

Trainwest is a Western Australian owned and run Registered Training Organisation with the objective of providing nationally recognised training programs with exceptional professionalism and support. Our business is built on the relationships we form with our clients. Our team have pride in their work and love what they do.

There are many factors that contribute to the Trainwest difference, including:

- » Highly regarded and enthusiastic Trainers and Assessors
- » Experienced and friendly staff
- » A positive and motivating learning experience
- » Flexible training options
- » In-house training options are our specialty
- » Superior facilities and resources

In today's fiercely competitive market place there is no better time to train and up skill. If you or your organisation requires high quality, flexible training that is competitively priced, contact Trainwest today.

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INTRTODUCTORY TRAINING COURSE for Safety and Health Representatives

OVERVIEW: This WorkSafe accredited course aims to give safety and health representatives the basic knowledge and skills to perform their roles and functions under the legislation with the ultimate aim of improving safety and health in Western Australia.



ENTRY REQUIREMENTS: Candidates must be an elected safety and health representative

TOPIC
Occupational safety and health legislation
Hazard Identification and risk management
Inspections and investigations
Communication and representation
Conflict resolution and Provisional Improvement notices (PINs)



DELIVERY STRUCTURE: This course must be delivered over five days of face to face training

In-house training This course can be delivered onsite at your location. For more information, contact Trainwest. It is also delivered as a public course. Please see calendar on the following page.



CERTIFICATION: There is no nationally recognised award issued for this course. However, after completion of the Introductory Training Course for Safety and Health with Trainwest, candidates have the option to have their training recognised as part of the BSB30715 Certificate III in Work Health and Safety. For more information contact Trainwest.

To receive a nationally recognised award the candidate must submit their activity book to Trainwest for assessment. The candidate will also be required to complete additional post course assessments within six months to fulfil the requirements of BSB30715 Certificate III in Work Health and Safety.



INVESTMENT:

COST	DELIVERY METHOD	DURATION
\$ 950.00	Introductory course	5 days
\$ 500.00	Refresher course	2 days

PAYMENT PLAN: All clients have access to Trainwest’s interest free payment plan, terms and conditions apply. The standard payment amounts are:

- » \$ 500.00 Payable prior to course commencement
- » \$ 250.00 Payable on a fortnightly basis

Payments are accepted via direct debit or credit card

Introductory Training Course for Safety and Health Representatives Calendar



2019 Course Dates



Course Dates	Location
12 th to 16 th August	Belmont
11 th to 15 th November	Belmont

Course dates are subject to change

SAFETY FOR Supervisors

OVERVIEW: This workshop aims to give those working within a supervisory role a greater understanding into the skills and knowledge required to contribute to identifying work health and safety hazards; assessing risks; and developing, implementing and evaluating risk controls appropriate to own job role and work area. Along with the skills and knowledge required to implement and monitor the organisation's work health and safety policies, procedures and programs in the relevant work area in order to meet legislative requirements



ENTRY REQUIREMENTS: There are no entry requirements.



RECOMMENDED FOR: Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- » Supervisors
- » Manager

UNIT CODE	DESCRIPTION	DELIVERY
BSBWHS402	Assist with compliance with WHS laws	Day 1
BSBWHS401	Implement and monitor WHS policies and procedures and programs to meet legislative requirements	Day 1
BSBWHS404	Contribute to WHS hazard identification, risk assessment and risk control	Day 2
BSBRSK401	Identify risk and apply risk management processes	Day 2



DELIVERY STRUCTURE:

Face to face training for the safety for supervisor's course will be delivered over the first two days of Trainwest BSB41415 Certificate IV in Work Health and Safety course. Students can attend either the first day or the both days, depending on their needs and requirements.

In-House training This course can be customised to suit your organisation and delivered in a flexible format to suit your workplace requirements. Contact Trainwest for more information.

Required resources

- » A laptop that enables you to access the internet via Wi-Fi



CERTIFICATION: Upon completion of individual units of competency participants will receive a Statement of Attainment with the units completed. This is a progression towards the BSB41415 Certificate IV in Work Health and Safety, BSB42015 Certificate IV in Leadership and Management and BSB41515 Certificate IV in Project Management Practice.

If students do not complete post course assessment requirements they will be issued with a non-accredited statement of attendance.



INVESTMENT:

COST	DELIVERY METHOD	DURATION
\$ 700.00	Face to face training	2 days
\$ 350.00	Face to Face training	1 day

PAYMENT PLAN: All clients have access to Trainwest’s interest free payment plan, terms and conditions apply. The standard payment amounts are:

- » \$ 500.00 Payable prior to course commencement
- » \$ 250.00 Payable on a fortnightly basis

Payments are accepted via direct debit or credit card



Safety for Supervisors Course Calendar

2019 Course Dates

 Course Dates	 Location
Day 1 Monday 29 th July	Belmont
Day 2 Tuesday 30 th July	Belmont
Day 1 Monday 21 st October	Belmont
Day 2 Tuesday 22 nd October	Belmont
Day 1 Monday 16 th December	Belmont
Day 2 Tuesday 17 th December	Belmont

Course dates are subject to change

BSB41415 CERTIFICATE IV in Work Health and Safety

OVERVIEW: This qualification is suitable for people working in a work health and safety (WHS) role that may or may not work under supervision. They may provide leadership and guidance to others and have some limited responsibilities for the output of others. 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. This course is completed over five working days of face to face training. There are workplace assessments to be completed post course which you have twelve months to complete.



ENTRY REQUIREMENTS: There are no pre-requisites for this qualification however preferred pathways include:

- » BSB30712 Certificate III in Work Health and Safety or other relevant Certificate III qualifications
- » Vocational experience in work health and safety roles without a formal qualification

UNIT CODE	DESCRIPTION
BSBWHS402	Assist with compliance with WHS laws
BSBWHS401	Implement and monitor WHS policies and procedures and programs to meet legislative requirements
BSBWHS404	Contribute to WHS hazard identification, risk assessment and risk control
BSBRISK401	Identify risk and apply risk management processes
BSBWHS403	Contribute to implementing and maintaining WHS consultation and participation process
BSBWHS405	Contribute to implementing and maintaining WHS management systems
BSBWHS410	Contribute to work-related health and safety measures and initiatives
PUAWER002B	Ensure workplace emergency prevention procedures, systems and processes are implemented.
BSBWHS406	Assist with responding to incidents
BSBCMM401	Make a presentation



DELIVERY STRUCTURE: Face to face training for the BSB41415 Certificate IV in Work Health and Safety is delivered over five days.

All students are required to complete a Workplace Project after the face to face training to demonstrate application of training and assessment in the workplace. The volume of learning of a Certificate IV qualification is typically six months to two years.

In-House training The BSB41415 Certificate IV in Work Health and Safety can be delivered onsite. For information and pricing contact Trainwest.

Required resources

- » A laptop that enables you to access the internet via Wi-Fi



CERTIFICATION: Upon successful completion, participants will receive the BSB41415 Certificate IV in Work Health and Safety



INVESTMENT:

COST	DELIVERY METHOD	DURATION
\$ 2000.00	Face to Face training – New Students	5 days
\$ 1700.00	Face to Face training – Returning Trainwest Students	
\$ 1600.00	Self-directed learning	
\$ 1500.00	Recognition of prior learning	
\$ 300.00	Personal coaching	2 hours

BSB41415 Certificate IV in Work Health and Safety Course Calendar



2019 Course Dates



Course Dates	Location
Monday 29 th July to Friday 2 nd August	Belmont
Monday 21 st to Friday 25 th October	Belmont
Monday 16 th to Friday 20 th December	Belmont

Course dates are subject to change

BSB51315 DIPLOMA of Work Health and Safety

OVERVIEW: This qualification is suitable for people who coordinate and maintain work health and safety (WHS) programs in organisations from a wide range of industries



ENTRY REQUIREMENTS: All core units in BSB41415 Certificate IV in Work Health and Safety or equivalent competencies:

- » 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

UNIT CODE	DESCRIPTION
BSBWHS504	Manage WHS risks
BSBWHS508	Manage WHS hazards associated with plant
BSBWHS503	Contribute to the systematic management of WHS risk
BSBWHS502	Manage effective WHS consultation and participation processes
BSBWHS506	Contribute to developing, implementing and maintaining WHS management systems
BSBWHS410	Contribute to work-related health and safety measures and initiatives
BSBWHS510	Contribute to implementing emergency procedures
BSBWHS505	Investigate WHS incidents
BSBCMM401	Make a presentation



DELIVERY STRUCTURE: Face to face training for the BSB51315 Diploma of Work Health and Safety is delivered over eight days.

All students are required to complete a Workplace Project after the face to face training to demonstrate application of training and assessment in the workplace. The volume of learning of a Certificate IV qualification is typically six months to two years.

In-House training The BSB51315 Diploma of Work Health and Safety can be delivered onsite. For information and pricing contact Trainwest.

Required resources

- » A laptop that enables you to access the internet via Wi-Fi



CERTIFICATION: Upon completion students will receive the BSB51315 Diploma of Work Health and Safety. Upon completion of individual units of competency participants will receive a Statement of Attainment which is a progression toward the BSB51315 Diploma of Work Health and Safety. This is a nationally recognised qualification.



INVESTMENT:

COST	DELIVERY METHOD	DURATION
\$ 2400.00	Face to Face training – New Students	8 days
\$ 2100.00	Face to Face training – Returning Trainwest Students	
\$ 1900.00	Self-directed learning	
\$ 2000.00	Recognition of prior learning	
\$ 300.00	Personal coaching	2 hours

PAYMENT PLAN

All clients have access to Trainwest’s interest free payment plan, terms and conditions apply. The standard payment amounts are:

- » \$ 500.00 Payable prior to course commencement
- » \$ 250.00 Payable on a fortnightly basis

Payments are accepted via direct debit or credit card

BSB51315 Diploma of Work Health and Safety course calendar



2019 Course Dates



Course Dates

Monday 25th November to Wednesday 4th December

Course dates are subject to change



Location

Belmont

LOCATION: All training is delivered at Trainwest Training Centre [154 Epsom Avenue Belmont WA 6104](#)

*Training excludes weekends