

ENQUIRY PACKAGE

## BSB41419 Certificate IV in Work Health and Safety



Thank you for considering Trainwest. At the heart of Trainwest success is the quality of training that is provided. The Trainwest team are highly skilled in their relevant areas and provide an engaging and enjoyable environment to promote a positive learning experience.

At Trainwest we place significant importance on organisations having quality safety personnel. We have been providing work health and safety training (WHS) solutions to businesses, corporate representatives and individuals in Perth and Western Australia since 2008.

Our Trainwest mission statement is:

**To engage, motivate and inspire our learners,  
providing a high quality training and assessment  
service to individuals and across industry.**

# BSB41419 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 (changing to eight) working days of face to face training.

There are workplace assessments to be completed post course which you have up to 12 months to complete.



## RECOMMENDED FOR

Job roles and titles vary across different industry sectors.

Possible job titles relevant to this qualification include:

- Health and Safety Coordinator
- Health and Safety Officer.



## ENTRY REQUIREMENTS

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

- BSB30719 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.

## UNITS OF COMPETENCY

This course includes the following units of competency:

UNIT CODE	DESCRIPTION	DURATION
BSBWHS412	Assist with compliance with WHS laws	8 days
BSBWRT411	Write complex documents	
BSBWHS414	Contribute to WHS risk management	
BSBOPS403	Apply business risk management processes	
BSBWHS413	Contribute to implementation and maintenance of WHS consultation and participation processes	
BSBWHS431	Develop processes and procedures for controlling hazardous chemicals in the workplace	
BSBWHS418	Assist with managing WHS compliance of contractors	
BSBWHS415	Contribute to implementing WHS management systems	
BSBWHS416	Contribute to workplace incident response	
BSBCMM411	Make presentations	



## DELIVERY STRUCTURE

### Face-to-Face

This course is delivered over eight days.

### Upgrade Course

The Upgrade Course is for students who hold the BSB41415 Certificate IV in Work Health and Safety. It includes new and updated elective units required to achieve the BSB41419 Certificate IV in Work Health and Safety.

The Upgrade Course is delivered in two sessions with post course assessments for completion.

The Upgrade Course is delivered on days five and six of the course. Please share your certificate and transcript with our Student Services Team to identify your eligibility for this course.

## Video Conferencing

Students have the option of attending the face to face course or part of via video conferencing technology in the form of Microsoft Teams. Students require a computer with access to the internet.

## In-House Training

This qualification can be customised to suit your organisation and delivered in a flexible format to suit your workplace requirements.

Please speak with our Student Services Team for more information on these options.



## ASSESSMENT REQUIREMENTS

This qualification is competency-based. Students have assessments to complete externally to the classroom which will provide evidence that they have understood the training and applied it to the workplace.

This requirement means that it is not possible to complete all of the assessment requirements during the face-to-face training.

Students need to complete assessment tasks for each module which typically include:

- Knowledge questions
- Practical tasks, such as conducting audits, risk assessment and incident investigations.

Students complete their assessments in Canvas. Canvas is a web-based learning management system that is used throughout the course. This is where students have access to learning resources and project templates.

Canvas is also the platform students use to complete knowledge questions and projects to submit for assessment.

## ASSESSMENT TIME FRAMES

Students have up to 12 months to submit their assessments. Please be aware this is a maximum time frame and is greatly dependant on your current job role and pre-existing skills and abilities.

Students can submit their assessments at any time after attending the face-to-face component. The actual time for completion varies between students.

The volume of learning of a Certificate IV qualification is typically six months to two years.

## REQUIRED RESOURCES

Trainwest provide the following resources:

- Full set of learning and assessment materials for all units of competency
- Customised Power Point presentations
- Detailed lesson plans.

Students are required to bring a laptop with access to the internet via Wi-Fi is and Microsoft Office Suite installed.



## SUPPORT PROVIDED

Trainwest provides ongoing support to students throughout the duration of the program via email and telephone.

We offer post course support workshops at no additional charge which will provide students with the opportunity to have time away from the workplace to work on assessments with support from the Trainwest Trainer and Assessor.

Each student has access to 30 minutes one on one coaching free of charge. Additional one on one coaching is available at an hourly rate for those who need it.

## RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) is available for this qualification. RPL is an assessment-based pathway and is suitable for those who already have the skills and knowledge in one or more of the areas which make up the BSB41419 Certificate IV in Work Health and Safety and do not wish to undergo further training.

For those considering RPL, please speak with our Student Services team. They will make an initial assessment of suitability and discuss the RPL process before sending an application kit.



## NATIONAL RECOGNITION

Trainwest recognises qualifications and statements of attainment issued by other Registered Training Organisations and under the Australian Qualifications Framework. If you have previously completed any nationally accredited training, please include your certificates and transcripts with your enrolment application for credit review.

## CERTIFICATION

Upon successful completion, students will receive the BSB41419 Certificate IV in Work Health and Safety qualification.

Upon completion of individual units of competency, students will receive a Statement of Attainment which is a progression towards the BSB41419 Certificate IV in Work Health and Safety. This is a nationally recognised qualification.



## INVESTMENT

Module Name	Duration	Cost
Face to Face training – New Students	8 days	\$2500
Face to Face training – Returning Trainwest Students	8 days*	\$2350
Face to Face training – Upgrade Course	2 days	\$ 600
Self-Directed Learning		\$ 2000
Recognition of Prior Learning (RPL)		\$ 1600
Personal Coaching	2 hours	\$300

*\*Attendance requirement may vary depending on existing units held*

Please refer to the Student Information Handbook for more information on Trainwest policies and procedures including fees, charges and refund policy.



## COURSE CALENDAR

### Full Course

2024 Course Dates	
 Course Dates	 Location
Monday 21 <sup>st</sup> to Friday 25 <sup>th</sup> October, Monday 28 <sup>th</sup> to Wednesday 30 <sup>th</sup> October	Belmont
Monday 11 <sup>th</sup> to Friday 15 <sup>th</sup> November, Monday 18 <sup>th</sup> to Wednesday 20 <sup>th</sup> November	Belmont
Monday 2 <sup>nd</sup> to Friday 6 <sup>th</sup> December, Monday 9 <sup>th</sup> to Wednesday 11 <sup>th</sup> December	Belmont

*Course dates and locations are subject to change*



## Upgrade Course

2024 Course Dates	
 Course Dates	 Location
Friday 25 <sup>th</sup> and Monday 28 <sup>th</sup> October	Belmont
Friday 15 <sup>th</sup> and Monday 18 <sup>th</sup> November	Belmont
Friday 6 <sup>th</sup> and Monday 9 <sup>th</sup> December	Belmont

*Course dates and locations are subject to change*

## LOCATION

All training is delivered at our Trainwest Training Centre, [154 Epsom Avenue Belmont WA 6104](#).