

BSB41407 Certificate IV in Occupational Health and Safety



Descriptor

This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others. This qualification would suit an OHS officer in a full-time dedicated role who works under the supervision of an OHS coordinator or OHS Manager.

Job Roles

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

- Occupational Health and Safety Coordinator
- Occupational Health and Safety Officer

Qualification Pathways

Prerequisite requirements

There are no prerequisite requirements for individual units of competency.

Pathways into the qualification

Preferred pathways for candidates considering this qualification include:

- after achieving the BSB30707 Certificate III in Occupational Health and Safety or other relevant Certificate III qualification

OR

- providing evidence of competency in the majority of units required for the BSB30707 Certificate III in Occupational Health and Safety

OR

- with extensive vocational experience in occupational health and safety roles

Examples of indicative job roles for candidates seeking entry based upon their vocational experience include:

- Health and Safety Representative
- Health and Safety Committee Member
- Health and Safety Assistant.

The breadth of expertise would equate to the competencies required to undertake this qualification.

Pathways from the qualification

After achieving the BSB41407 Certificate IV in Occupational Health and Safety, candidates may undertake the BSB51307 Diploma of Occupational Health and Safety, a qualification for those wishing to develop specialised skills and knowledge required to coordinate and maintain the OHS program within an organisation, or a range of other Diploma level qualifications.

Qualification Rules

Total number of units = 9

6 occupational health and safety units including:

BSBOHS408A Assist with compliance with OHS and other relevant laws

And at least one of

BSBOHS405B Contribute to the implementation of emergency procedures

OR

BSBOHS406B Use equipment to conduct workplace monitoring

Plus **3 elective units**

At least 2 of the **elective units** must be selected from the remaining occupational health and safety units or the elective units listed below.

The other **elective unit** may be selected from the remaining occupational health and safety units, anywhere else in the BSB07 Business Services Training Package or any other currently endorsed national Training Package, of which 1 unit may be selected from a Certificate III or Diploma qualification.

Elective units must be relevant to the work outcome, local industry requirements and the qualification level. Units selected from other Training Packages must not duplicate units selected from or available within the BSB07 Business Services Training Package.

Occupational Health and Safety Units

BSBOHS401B Contribute to the implementation of a systematic approach to managing OHS

BSBOHS402B Contribute to the implementation of the OHS consultation process

BSBOHS403B Identify hazards and assess OHS risks

BSBOHS404B Contribute to the implementation of strategies to control OHS risk

BSBOHS405B Contribute to the implementation of emergency procedures

BSBOHS406B Use equipment to conduct workplace monitoring

BSBOHS408A Assist with compliance with OHS and other laws

Elective Units

Creative Thinking

BSBCRT501A Originate and develop concepts

Customer Service

BSBCUS401A Coordinate implementation of customer service strategies

BSBCUS402A Address customer needs

Financial Administration

BSBFIA402A Report on financial activity

General Administration

BSBADM409A Coordinate business resources

Innovation

BSBINN301A Promote innovation in a team environment

Interpersonal Communication

BSBCMN401A Make a presentation

IT Support

BSBITS401A Maintain business technology

Marketing

BSBMKG413A Promote products and services

BSBMKG414A Undertake marketing activities

Occupational Health and Safety

BSBOHS407A Monitor a safe workplace

Project Management

BSBPMG510A Manage projects

Relationship Management

BSBREL401A Establish networks

Research

BSBRES401A Analyse and present research information

Risk Management

BSBRSK401A Identify risk and apply risk management processes

Writing

BSBWRT401A Write complex documents



Pathway to Completion

PATHWAY TO COMPLETION

1 Enrolment received by SCOPE Vision; appropriate mentor allocated and contact is made with the participant to schedule initial meeting

2 Initial briefing session is held and selected training and assessment pathways confirmed

3 Participant attends scheduled mentoring sessions to plan the evidence to be collated within their Evidence Portfolio accessing skills recognition pathways

4 Participant begins collecting and collating the evidence as agreed into their Evidence Portfolio

5 Mentoring sessions are facilitated as scheduled, (ie at the commencement of each unit, or cluster of units)

6 Evidence Portfolio is completed by participant and submitted to SCOPE Vision for final assessment

7 Feedback is given to the participant regarding result of assessment

8 Appropriate Qualification or Statement of Attainment is awarded to the successful participant

Time Frame

The time frame in which each unit is completed will vary from person to person and industry to industry; as it is dependent upon the existing skills and knowledge of each participant.

Employability Skills

Employability Skills are embedded in training and assessment. Information on the Employability Skills relevant to your qualification can be obtained by visiting this website and keying in the national code for the qualification:
<http://employabilityskills.training.com.au>

To Enrol

Complete and return pages 3 and 4 to:
PO Box 301 Guildford WA 6935
F (08) 9297 3664
E mailbox@scopevision.com.au



Enrolment Form - 1/2

BSB41407 Certificate IV in Occupational Health and Safety

CONTACT DETAILS: Personal		
Name:		DOB:
Address:		
State:		Postcode:
Home Telephone:		
Mobile Telephone:		
Email Address:		

CONTACT DETAILS: Business	
Company:	
Position Held:	
Telephone:	
Facsimile:	
Work Email:	

PAYMENT OPTIONS	
I will be paying using the following method (please tick)	
<input type="checkbox"/> Cash	
<input type="checkbox"/> Cheque	Please make cheques payable to 'SCOPE Vision'
<input type="checkbox"/> I authorise SCOPE Vision to debit the following credit card	<input type="checkbox"/> Visa Card <input type="checkbox"/> Master Card <input type="checkbox"/> Bank Card Card Number: _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ Expiry Date: _ _ _ _ Cardholders Name (please print): _____ Cardholders Signature: _____
<input type="checkbox"/> Direct Deposit	Account Name : SCOPE VISION Bank : NATIONAL AUSTRALIA BANK BSB : 086420 Account # : 493266439 Please insert your invoice number as the reference
<input type="checkbox"/> Invoice 3rd Party	Please attach appropriate approval forms and complete details below:
Third Party invoice information:	
Name of company:	
Attention:	
Postal Address:	
Telephone:	
Purchase order number:	

Enrolment Form - 2/2

BSB41407 Certificate IV in Occupational Health and Safety

Core Units - Choose 6 Units	Price per unit \$300
<input type="checkbox"/> BSB0HS401B - Contribute to the implementation of a systematic approach to managing OHS	
<input type="checkbox"/> BSB0HS402B - Contribute to the implementation of the OHS consultation process	
<input type="checkbox"/> BSB0HS403B - Identify hazards and assess OHS risks	
<input type="checkbox"/> BSB0HS404B - Contribute to the implementation of strategies to control OHS risk	
<input type="checkbox"/> BSB0HS405B - Contribute to the implementation of emergency procedures	
<input type="checkbox"/> BSB0HS406B - Use equipment to conduct workplace monitoring	
<input type="checkbox"/> BSB0HS408A - Assist with compliance with OHS and other laws	
Elective Units - Choose 3 Units	Price per unit \$300
Creative Thinking	
<input type="checkbox"/> BSBCRT501A - Originate and develop concepts	
Customer Service	
<input type="checkbox"/> BSBCUS401A - Coordinate implementation of customer service strategies	
<input type="checkbox"/> BSBCUS402A - Address customer needs	
Financial Administration	
<input type="checkbox"/> BSBFIA402A - Report on financial activity	
General Administration	
<input type="checkbox"/> BSBADM409A - Coordinate business resources	
Innovation	
<input type="checkbox"/> BSBINN301A - Promote innovation in a team environment	
Interpersonal Communication	
<input type="checkbox"/> BSBCMN401A - Make a presentation	
IT Support	
<input type="checkbox"/> BSBITS401A - Maintain business technology	
Marketing	
<input type="checkbox"/> BSBMKG413A - Promote products and services	
<input type="checkbox"/> BSBMKG414A - Undertake marketing activities	
Occupational Health and Safety	
<input type="checkbox"/> BSB0HS407A - Monitor a safe workplace	
Project Management	
<input type="checkbox"/> BSBPMG510A - Manage projects	
Relationship Management	
<input type="checkbox"/> BSBREL401A - Establish networks	
Research	
<input type="checkbox"/> BSBRES401A - Analyse and present research information	
Risk Management	
<input type="checkbox"/> BSBRSK401A - Identify risk and apply risk management process	
Writing	
<input type="checkbox"/> BSBWRT401A - Write complex documents	
TOTAL ENROLMENT FEE:	\$