



**Master
Builders
Association**
New South Wales

BSB41419 CERTIFICATE IV IN WORK HEALTH AND SAFETY

INFORMATION BROCHURE

OVERVIEW

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.

The **BSB41419 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.

It includes those who are working as supervisors, WHS personnel, and workers in other WHS-related roles who manage risks effectively, apply relevant WHS laws, and contribute to WHS within the workplace.

Participants will be assessed against skills and knowledge that meet current industry requirements for the building sector. Industry requires that all units of competency be undertaken in a real or accurately simulated workplace environment.

This qualification provides a trade outcome in building and construction, covering residential and commercial work. Upon successful completion you will achieve a **BSB41419 Certificate IV in Work Health and Safety** or a Statement of Attainment for units deemed competent.

ENROLMENT

You will be required to provide evidence of meeting entry requirements upon enrolment, including any transcripts you have achieved from any prior training.

On enrolment, you will be required to provide copies of:

- Drivers licence (photo ID with address)
- Green Medicare Card or Passport
- A valid White Card

Participants will require sufficient language, literacy and numeracy skills to be able to engage in the assessment and to perform workplace tasks such as reading different types of texts, completing written documentation and recording work outcomes. If you require assistance, please contact us to discuss options available to you.

It is anticipated that the course will take up to 12 months to complete.

ENTRY REQUIREMENTS

To successfully undertake this course, Master Builders recommends the following entry requirements:

- **Experience:** You have at least two (2) years' experience in a work health and safety related role in the construction industry (experience must be within the last ten (10) years)
- **Site Access:** You have a valid White Card (general construction induction card)
- **Employment:** You are currently working on active construction projects in a WHS related role.
- **Computer Literacy:** basic computer skills and access to relevant technology

SMART AND SKILLED

This training may be subsidised by the NSW Government under 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 prices 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

This qualification may be eligible for Fee Free training. Please check with our staff for further information for any additional eligibility requirements. Fees and funding, including Fee Free is limited and based on availability.

WHAT DO I NEED TO STUDY ONLINE?

This course includes online resources and assessments; therefore, it is essential that you have access to a modern computer, laptop or tablet (Windows Operating System) with internet access, Adobe Reader and a smart phone or GoPro to assist in gathering evidence. You are required to have basic computer skills, including the ability to:

- Use Microsoft Office programs or similar
- Use internet to access information and research
- Use email and other communication tools
- Use phone or camera to gather evidence
- Save documents and evidence in folders
- Download and upload assessment items

COURSE STRUCTURE

The course is designed to be delivered in five (5) subjects, containing a total of 10 national Units of Competency.

Learning resources are provided in our online learning platform, where you can access materials.

Participant course work includes:

- learner notes
- assessment activities
- research projects

Participants are expected to complete assessments in a timely manner so that they can finalise all assessment tasks within a maximum of twelve (12) months.

The course is described on the following page, including the units of competency applicable to each subject. You can commence the course with any subject; however, we recommend that you begin with the first subject.

To achieve the **BSB41419 Certificate IV in Work Health and Safety** you will need to successfully complete all subjects.

You are required to complete all online courseware and all assessments within a maximum of twelve (12) months. This course will require a study commitment of approx. 10-15 hours per week.

Online forums will also be made available to support you in completing subjects.

RESOURCES REQUIREMENTS

The online learning pathway will require you to have access to at least the below items:

- Computer with internet to access:
 - Online learning materials & courseware
 - Assessment materials
 - Online support forums
- Currently working in the building and construction industry and have access to company policies and procedures and any standard forms / contracts used in building and construction.

An MBA Customer Service representative will assist you in getting started in our online platform and provide ongoing support during your enrolment. We are available between 8:30am and 5:00pm via phone and email, plus two (2) evenings per week between 4:00pm and 7:00pm for online trainer support for enrolled students.

ASSESSMENT METHOD

You will be required to complete your assessment activities online, including sections for:

- Knowledge questions
- Practical projects

The knowledge questions are a series of questions designed to be answered comprehensively. These questions relate to different units within the qualification and assess understanding of tasks and processes related to work health and safety.

The practical projects are based on simulated WHS issues. They draw upon your skills in the subject area and encourage you to apply these skills in your own workplace.

These tasks include documentary evidence, whereby the completion of forms / contracts and other related documents are required to be uploaded into your online learning portal. Detailed instructions of evidence required and tasks to be undertaken are included in the online portal.

Assessments are to be submitted online (via the portal). Assessment activities may require you to have access to company WHS documentation and example cases.

Once your assessment has been submitted, your trainer / assessor will enter feedback and your results online. You will be notified by email accordingly.

FEES AND SUBSIDIES

A general guide to fees for this qualification pathway is:

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

MBA does not accept more than \$1,500 in advance of service being provided. Please refer to website for fees.

COURSE STRUCTURE

In order to successfully achieve a qualification in **BSB41419 Certificate IV in Work Health and Safety**, participants must be assessed as competent in the below ten (10) units of competency:

| CODE | UNITS OF COMPETENCY | CORE / ELECTIVE |
|---|--|-----------------|
| Subject: Hazards, Risks and Incidents | | |
| BSBWHS414 | Contribute to WHS risk management | Core |
| BSBWHS416 | Contribute to workplace incident response | Core |
| BSBWHS431 | Develop processes and procedures for controlling hazardous chemicals in the workplace | Elective |
| Subject: WHS Management Systems and Consultation | | |
| BSBWHS412 | Assist with workplace compliance with WHS laws | Core |
| BSBWHS413 | Contribute to implementation and maintenance of WHS consultation and participation processes | Core |
| BSBWHS415 | Contribute to implementing WHS management systems | Core |
| Subject: Safety Monitoring | | |
| BSBST402 | Implement continuous improvement | Elective |
| Subject: People Management | | |
| BSBLDR411 | Demonstrate leadership in the workplace | Elective |
| BSBWHS418 | Assist with managing WHS compliance of contractors | Elective |
| Subject: Return to Work | | |
| BSBWHS417 | Assist with managing WHS implications of return to work | Elective |