

# Occupational Health and Safety

## Short Courses and Qualifications



The *Workplace Health and Safety Act 1995 (WHS Act 1995)* states that employers “must ensure, so far as is reasonably practicable that the employee is, while at work, safe from injury and risks to health”. Specific responsibilities apply to responsible officers, managers, supervisors and workers in an organisation. All businesses are required to comply with legislation by introducing policies, procedures and activities that aim to protect the health, safety and welfare of all people in the workplace.

OHS is about the prevention of accidents, injury and death by identifying, assessing and controlling risks. It also covers the management of incidents, and the monitoring and review of policies and procedures. OHS is a diverse field which includes everything from trips and falls, ergonomics, bullying and stress to dealing with hazardous substances such as asbestos.

The Skills Institute offers a huge range of OHS courses and qualifications suitable for workers and managers at all levels. All qualifications are accredited and nationally recognised. Contact us to find a course in your area.

### OHS Committee

This course will give you the knowledge and skills to participate in an OHS committee, as stated in the *Workplace Health and Safety Act 1995*. Learn to understand the role of the committee and its members, and perform as an effective committee member by identifying hazards, assessing risks and developing risk controls, and investigating workplace accidents.

### OHS for Employee Safety Representatives

This course aims to provide employee safety representatives with a range of skills and knowledge that will enable them to effectively and responsibly represent their work group. This includes a working knowledge of the *Workplace Health and Safety Act 1995*, other relevant legislation and approved codes of practice. Participants will develop an understanding of: the principles of hazard identification, health and safety committees, risk management and how to develop positive attitudes to OHS.

### Responsible Officer

This course introduces responsible officers to their legislative requirements, and the obligations of the employer and employee. Participants will develop strategies to ensure that their due diligence obligations are fulfilled.

### Introduction to OHS Risk Management

This course provides owners, operators, managers, supervisors and team leaders with practical skills to comply with the OHS risk management obligations of workplace health and safety legislation.

### OHS for Managers & Supervisors

This course introduces participants to the legislative requirements of the employer and employee, and to the preventative nature of workplace health and safety. Participants will gain the skills needed to describe the legal frameworks and strategies that act to safeguard workplace health and safety and to conduct workplace hazard audits.

### Certificate IV in Occupational Health and Safety

Certificate IV is suitable for employees with first line responsibility for occupational health and safety including supervisors, safety officers, safety representatives and safety committee members.

### Diploma of Occupational Health and Safety

The Diploma provides additional knowledge and skills for employees in occupational health and safety policy making, advisory or management roles.

### Advanced Diploma of Occupational Health and Safety

The Advanced Diploma is the highest level qualification and provides additional advanced knowledge and skills for employees in occupational health and safety policy making, advisory or management roles.

### Your Trainer: Carol Rossendell

*Carol Rossendell is an acknowledged leader in OHS management systems; OHS risk management and OHS consultation training. She also provides specialised training in due diligence for responsible officers, chemicals management, manual handling, laboratory safety and workstation adjustment. Carol is a Chartered Professional Member of the Safety Institute of Australia and a Registered Safety Professional (Aust).*

### For more information contact:

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The Total Training Package  
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