Assessment Requirements for BSBWHS512 Contribute to managing work-related psychological health and safety

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 5.0.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, and to:

- contribute to managing at least two different work-related psychological health and safety issues.

During the above, the candidate must:
- identify legislative requirements and workplace responsibilities
- collect, document and analyse relevant information and data to assist with identifying work-related psychosocial hazards according to organisational policies and procedures, including those relating to privacy and confidentiality
- identify potential work-related psychosocial hazards, with input from others, and document them in a risk register
- record at least two psychosocial risk assessments
- determine options for addressing identified work-related psychosocial hazards or minimising the risk
- evaluate effectiveness of existing risk controls and document areas for their improvement, identifying when a review of risk controls is needed.
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Knowledge Evidence

The candidate must demonstrate the knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit. This includes knowledge of:
- legislative requirements relating to work-related psychological health and safety:
  - duty of care
  - due diligence
  - privacy and confidentiality

- organisational policies, procedures, processes and systems relating to work-related psychological health and safety:
  - collecting, documenting and analysing information and data relevant to work-related psychosocial hazards
  - communicating control methods for work-related psychosocial hazards
  - personal protective equipment (PPE) requirements
  - reporting procedures
  - recordkeeping procedures and prescribed period for keeping records
  - privacy and confidentiality
- techniques and procedures for identifying common work-related psychosocial hazards and factors contributing to them:
  - level of job demands, job control, support, workplace relationships, role clarity, recognition and reward, organisational change management, organisational justice, and environmental conditions
  - remote work and isolated work
  - violent and traumatic events, including secondary and vicarious trauma
- internal and external sources of WHS information and data, and procedures for accessing them
- key personnel who contribute to managing work-related psychological health and safety
- common work-related psychological health and safety controls
- elements of a WHS management system that relate to work-related psychological health and safety
- methods of collecting valid and reliable work-related psychological health and safety information
- roles and responsibilities of WHS personnel
- WHS information needs of individuals and/or parties.
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Assessment Conditions

Assessment must comply with WHS laws, legal responsibilities and duty of care required for this unit. It must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities undertaken by individuals carrying out WHS duties in the workplace, and must include access to:

- workplace equipment and resources
- WHS laws, and organisational policies and procedures required to demonstrate the performance evidence
- case studies and, where possible, real situations
- opportunities for interaction with others.

Assessors of this unit must satisfy the assessor requirements in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume Implementation Guides are available from VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

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