



Australian Government

PSPINM005 Conduct situational workplace assessments

Release: 1

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Modification History

Release	Comments
1	<p>This unit was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages.</p> <p>This unit supersedes and is equivalent to PSPIM404A Conduct situational workplace assessments.</p> <ul style="list-style-type: none"> • Unit code updated • Content and formatting updated to comply with new standards • All PC transitioned from passive to active voice

Application

This unit describes the skills required to perform a situational assessment of the workplace from the viewpoint of suitability for a worker being rehabilitated. This may be initial or ongoing assessment as the injured worker's capacity changes. It includes conducting workplace and job analyses and negotiating work duties.

This unit applies to those working in the area of assessing suitability of the workplace for the worker being rehabilitated.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work under supervision, while performing complex tasks in a range of contexts.

No licensing, legislative or certification requirements apply to unit at the time of publication.

Competency Field

Injury management

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Conduct workplace and job analyses	1.1 Consult workplace supervisor to obtain access to the workplace and information on work demands and duties. 1.2 Assess injured worker's capacity to perform tasks in accordance with current physical ability and medical certification. 1.3 Assess workplace environment in relation to the injured worker's capacity and obtain expert advice if required. 1.4 Gather information regarding the operation of the workplace. 1.5 Conduct a risk assessment of the work site in relation to the injured worker including the potential for exacerbating the injury or further injury.
2. Negotiate work duties	2.1 Liaise with the employer and other parties to identify suitable duties, alternative duties or job redesign and a staged return to normal duties whenever necessary. 2.2 Analyse alternative duties if necessary and make recommendations. 2.3 Assess the need for modifications to the workplace or the use of adaptive equipment and make recommendations. 2.4 Apply results of workplace assessment to the return to work process, taking into account long-term and short-term needs of the injured worker. 2.5 Obtain offers of suitable duties in writing.

Foundation Skills

Foundation skills are embedded within the elements and performance criteria of this unit.

Unit Mapping Information

This unit supersedes and is equivalent to PSPIM404A Conduct situational workplace assessments.

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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