



Australian Government

Assessment Requirements for BSBPEF201 Support personal wellbeing in the workplace

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.

Performance Evidence

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

- develop a plan for communication with supervisor
- identify and access one formal and one informal wellbeing resource.

In the course of the above, the candidate must:

- develop a plan to communicate with supervisor, including:
 - factors that may impact on own wellbeing, both positively and negatively
 - appropriate style of communication
 - appropriate method of communication
 - strategy to deal with negative response.

Knowledge Evidence

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

- common personal and workplace factors that may impact on wellbeing
- advantages and disadvantages of different communication styles, including:
 - passive
 - assertive
 - aggressive
- methods for communicating with a supervisor
- key features of Employee Assistance Programs (EAPs)
- common workplace resources for addressing wellbeing.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- challenges and situations to demonstrate the application of performance evidence.

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

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>