



Australian Government

BSB51312 Diploma of Work Health and Safety

Release: 1

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Modification History

Release	Comments
Release 1	<p>This Qualification first released with <i>BSB07 Business Training Package version 7.0</i>.</p> <p>Replaces but is not equivalent to BSB51307 Diploma of Occupational Health and Safety.</p> <p>Total number of units increased from 8 to 9. BSB51307 used an elective only model, BSB51312 is a core plus elective model.</p>

Description

This qualification is suitable for people who coordinate and maintain the work health and safety (WHS) program in an organisation. It reflects the role of practitioners who apply a substantial knowledge base and well-developed skills in a wide variety of WHS contexts.

Pathways Information

Pathways into the qualification

Preferred pathways for candidates entering this qualification include:

- BSB41412 Certificate IV in Work Health and Safety or other relevant qualifications
- OR
- extensive vocational experience in work health and safety roles without a formal qualification.

Note: This qualification or specific units of competency may satisfy some requirements for WHS skilled and practising advisors. Persons seeking certification should check the requirements with certifying bodies.

Pathways from the qualification

- BSB60612 Advanced Diploma of Work Health and Safety.

Licensing/Regulatory Information

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, where required, a unit of competency will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit.

Entry Requirements

All core units in BSB41412 Certificate IV in Work Health and Safety or equivalent competencies:

- BSBWHS402A Assist with compliance with WHS laws
- BSBWHS403A Contribute to implementing and maintaining WHS consultation and participation processes
- BSBWHS404A Contribute to WHS hazard identification, risk assessment and risk control
- BSBWHS405A Contribute to implementing and maintaining WHS management systems
- BSBWHS406A Assist with responding to incidents

Employability Skills Summary

The following table contains a summary of the employability skills required by industry for this qualification. The employability skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

Employability skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • communicating effectively with personnel at all levels of the organisation • conducting effective formal and informal meetings • preparing reports for a range of target groups • using language appropriate to the work team and the task
Teamwork	<ul style="list-style-type: none"> • consulting with individuals and parties to identify specific requirements for work health and safety (WHS) consultation and participation • ensuring investigation team understands, identifies and applies the conceptual bases for the analysis • forming an appropriate investigation team • providing advice and support to individuals and parties during implementation of WHS policies
Problem-solving	<ul style="list-style-type: none"> • applying knowledge of workplace hazards and risks to contribute to risk identification • developing actions, interventions and measures to prevent re-occurrence of incidents • identifying areas for WHS improvement
Initiative and enterprise	<ul style="list-style-type: none"> • achieving change in WHS matters • identifying, addressing and documenting barriers to investigation • investigating WHS incidents in a systematic manner
Planning and organising	<ul style="list-style-type: none"> • contributing to the assessment of resources needed to manage risk and, where appropriate, accessing these resources • developing and implementing a risk control plan and evaluating risk controls • gathering and analysing relevant workplace information and data • managing projects
Self-management	<ul style="list-style-type: none"> • contributing to the implementation of the WHS plan appropriate to own job role • contributing to review and improvement of the WHS management system (WHSMS) appropriate to own job role • managing own tasks within a timeframe

Learning	<ul style="list-style-type: none">• identifying how improvements will be implemented and resourced• identifying the roles and responsibilities, and training needs required for implementation
Technology	<ul style="list-style-type: none">• accessing and downloading internal and external information and data on WHS• using a range of communication media• using WHSMS and other software

Packaging Rules

Total number of units = 9

5 core units plus

4 elective units of which:

- at least 3 units must be Group A below
- the remaining elective unit may be from:
 - Group A or Group B below
 - any currently endorsed Training Package or accredited course at the same qualification level or, if not listed below, from a Certificate IV or an Advanced Diploma.

The elective units chosen must be relevant to the work outcome and meet industry needs.

Core units

BSBWHS502A Manage effective WHS consultation and participation processes

BSBWHS503A Contribute to the systematic management of WHS risk

BSBWHS504A Manage WHS hazards and risks

BSBWHS505A Investigate WHS incidents

BSBWHS506A Contribute to developing, implementing and maintaining WHS management systems

Elective units

Group A

BSBHRM509A Manage rehabilitation or return to work programs

BSBWHS410A Contribute to work-related health and safety measures and initiatives

BSBWHS507A Contribute to managing WHS information systems

BSBWHS508A Manage WHS hazards associated with plant

BSBWHS509A Facilitate the development and use of hazard-management tools

CHCFAM504C Respond to and contain critical incidents

PUAWER003B Manage and monitor workplace emergency procedures, equipment and other resources

OR

BSBWHS510A Contribute to implementing emergency procedures

Group B

BSBINN601B Manage organisational change

BSBMGT502B Manage people performance

BSBMGT516C Facilitate continuous improvement

BSBSUS501A Develop workplace policy and procedures for sustainability

BSBWHS408A Assist with effective WHS management of contractors

BSBWHS409A Assist with workplace monitoring processes

TAEDEL401A Plan, organise and deliver group-based learning