



BSB41415 Certificate IV in Work Health & Safety

Course outline

ANIBT Course Code:	CIVOHS_BSB41415
CRICOS Code:	N/A
Delivery Mode:	Varied: Face to Face Classroom; Workshop; Computer generated supervised learning
Location:	Melbourne
Course Duration:	6 months full time or up to 12 months part time
Nominal Study Hours:	420 hours
Qualification Level:	Certificate IV
Nationally Recognised:	Yes

Course overview

This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources.

They may provide leadership and guidance to others with some limited responsibility for the output of others. This qualification would suit an WHS officer in a full-time dedicated role who works under the supervision of an WHS Coordinator or WHS Manager

Typical Job Roles can include:

- Work Health and Safety Coordinator
- Work Health and Safety Officer

Program outline

Subjects

The **BSB41415 Certificate IV in Work Health and Safety** qualification offered by ANIBT is made up of 10 units of competency from the BSB Business Services Training Package. The units ANIBT have selected to deliver, and for students to complete to be eligible for this qualification are:

Unit Code	Unit Name
BSBWHS402	Assist with compliance with WHS laws
BSBWHS403	Contribute to implementing and maintaining WHS consultation and participation processes
BSBWHS404	Contribute to WHS hazard identification, risk assessment and risk control
BSBWHS405	Contribute to implementing and maintaining WHS management systems
BSBWHS406	Assist with responding to incidents
BSBSUS301	Implement and monitor environmentally sustainable work practices
BSBWHS409	Assist with workplace monitoring processes
BSBWHS410	Contribute to work-related health and safety measures and initiatives
BSBMGT401	Show leadership in the workplace
BSBWHS401	Implement and monitor WHS policies, procedures and programs to meet legislative requirements

** Please note that it is possible to select alternative elective units subject to specific employer requirements and with the agreement of ANIBT.*

Assessment methods

A wide variety of assessments methods will be employed to assess student competence in each unit. These include but are not limited to:

- Demonstration and observation
- Review questions and answers
- Group assignments
- Individual projects / portfolios
- Case studies
- Role plays
- Presentations

Entry requirements

There are no particular entry requirements for this qualification

English Language Proficiency

Generally, to demonstrate English language proficiency for doing a Certificate or Diploma course, a learner with English as a second language should have one of the following test scores:

Test	IELTS	PTE Ac	TOEFL iBT	TOEFL PBT	Cambridge
Score	5.5	42	46	527	B2 – 160-179

ANIBT also accepts completion of a recognised equivalent English preparation course from an accredited ELICOS provider. Admission may be approved if the language of instruction in the student's country of birth was English or if English has been the language spoken in the student's home.

Domestic students who do not provide a satisfactory score from an English test will be interviewed to ascertain their language, literacy and numeracy (LLN) skills and must have to do an LLN test at ANIBT.

If necessary, the student will need to complete an English language course at ANIBT before being admitted to a vocational training Certificate or Diploma course.

Note: ANIBT may establish student's English language proficiency appropriateness' level if:

- The student has completed 1-year study which is taught in English
- The student has successfully completed ELICOS course and the level is equivalent to IELTS 5.5
- The student passes ANCE English assessment test, under supervision by ANIBT or ANIBT representative agents (does not apply to offshore direct-application).

Course completion

Upon successful completion of this course, you will receive a nationally recognised qualification **BSB41415 Certificate IV in Work Health and Safety** issued by the Australian National Institute of Business and Technology Pty Ltd (ANIBT).

The Australian National Institute of Business and Technology Pty Ltd is a Registered Training Organisation (Provider number: 21368) registered with the Australian Skills Quality Authority (ASQA).

Course availability

ANIBT's programs allow participants to undertake their studies in a variety of flexible ways including:

- Classroom
- Computer generated supervised learning
- Workshop
- Correspondence

ANIBT has regular intakes for its classroom based courses as follows:

January	Term 1 intake
April	Term 2 intake
July	Term 3 intake
October	Term 4 intake

Please contact ANIBT to discuss your specific study and qualification requirements and how we can tailor a program to suit your specific requirements.

Future pathways

After achieving this qualification, candidates may undertake the BSB51315 Diploma of Work Health and Safety

Recognition of Prior Learning (RPL)

Students may be able to shorten the length of their chosen course by taking into account previous training, employment experience or other life skills that directly relate to the competencies the Unit of competency is assessing.

Please contact ANIBT directly on +61 3 9620 2922 to discuss your previous experiences and we will be able to guide you through the RPL process.

Credit Transfer (CT)

Students may be able to shorten the length of their chosen course by taking into account previous studies. ANIBT recognises AQTF registered organisations for credit transfers.

Please contact ANIBT directly on +61 3 9620 2922 to discuss your previous studies and we will be able to guide you through the credit transfer process.

Special requirements

It is expected that all students will have access to their own personal computer and the internet. This is essential for regular research and also on-line based assessment work throughout the course.