Diploma of Occupational Health and Safety
Course Code: BSB51307

Description: This qualification reflects the role of individuals who coordinate and maintain the OHS program within an organisation. Individuals would possess a sound theoretical knowledge base and use a range of specialised, technical or managerial competencies to plan. They would carry out and evaluate their own work and the work of others with safety responsibilities. This nationally recognised training program will benefit individuals seeking further opportunities within their current industry, or wishing to explore new horizons.

Qualification & Recognition: The completion of core and elective competencies qualifies the graduate for the Diploma of Occupational Health and Safety.

Recognition of Prior Learning and Credit Transfer: Recognition of Prior Learning (RPL) and Credit Transfer Students may be able to shorten the length of their chosen course by measuring their skills acquired through work or life experiences, or through qualifications obtained from formal studies or training. Students can apply for RPL (Recognition of Prior Learning). AQF Qualifications and Statements of Attainment issued by any other Registered Training Organisation will be recognised by the Institute.

Job Prospects: Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include OHS Manager, OHS Practitioner or Senior OHS Officer.

The Diploma is aimed at higher level supervisors, assistant safety officers or managers, and safety representatives and will enable individuals to pursue middle management opportunities or successfully manage daily safety operations.

Who Can Apply: Individuals with prior knowledge of OH&S within the workplace and who wish to obtain formal qualifications in this field may apply. A background in safety is an advantage.

Selection Criteria:
- Certificate IV in OHS or other relevant qualifications
- providing evidence of competency in the majority of units for Cert IV in OHS
- or extensive vocational experience in providing guidance to others in matters relating to OHS but without formal qualifications
- a strong commitment to OH&S within the workplace, or an interest in learning more about this field
- motivation to undertake and complete the course

Course Length: The course is conducted part-time and at night. Course length will depend on the number of competency units undertaken by individual students each term.

Assessment: Assessment is a combination of written assignments, tests, examinations and/or practical application projects.

Starting Date/s 2010: February - Classes start at 6:00pm

Employability skills: All the units contain employability skills

Opportunities for Further Study: Graduates of the Diploma may continue into the Advanced Diploma of OHS.

Contact: Ed Smart
Program Coordinator – Holmesglen Safety
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Location: Waverley Campus, 585 Waverley Road, Glen Waverley
Competencies

Total number of units = 8
5 OHS units plus 3 elective units. Electives may be selected from the remaining OHS units from the BSB07 Business Services Training Package or any currently endorsed national Training Package. One unit may be selected from either a Certificate IV or Advanced Diploma qualification.

Unit Code & Tile | Hours
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BSBOHS501B – Participate in the coordination and maintenance of a systemic approach to managing OHS | 50
This unit describes the performance outcomes, skills and knowledge required to effectively participate in the coordination and maintenance of a systematic approach to managing occupational health and safety (OHS) in the workplace. It includes strategies, policies and procedures necessary to systematically manage OHS and its evaluation to ensure that the workplace is, as far as practicable, safe and without risks to the health of employees and others.

BSBOHS502B – Participate in the management of the OHS information and data systems | 50
This unit describes the performance outcomes, skills and knowledge required to participate in the provision of information and performance data necessary to inform management and other stakeholders of OHS issues and to measure and evaluate the management of OHS.

BSBOHS503B – Assist in the design and development of OHS participative arrangements | 40
This unit describes the performance outcomes, skills and knowledge required to assist in designing and developing effective participative arrangements as an integral part of systematic approaches to managing OHS. This process will result in stakeholders having real opportunities to participate in OHS processes.

BSBOHS504B – Apply principles of OHS risk management | 40
This unit describes the performance outcomes, skills and knowledge required to use a generic approach to identify hazards and assess and control OHS risks.

BSBOHS505B – Manage hazards in the work environment | 60
This unit describes the performance outcomes, skills and knowledge required to identify hazards and to assess and control risks in the work environment. It focuses on the knowledge, processes and techniques necessary to control specific hazards in the work environment.

BSBOHS508B – Participate in the investigation of incidents | 50
This unit describes the performance outcomes, skills and knowledge required to participate in the planning, conduct and reporting of investigations of incidents which have resulted in, or have a potential to result in, injury or damage. Situations may range from relatively minor through to major incidents.

Elective

BSBOHS506B – Monitor and facilitate the management of hazards associated with plant | 60
This unit describes the performance outcomes, skills and knowledge required to effectively identify hazards, and to assess and control risks associated with plant and equipment, including mobile plant, machinery, electrical equipment, pressure vessels and plant affecting public safety.

BSBHRM509A - Manage rehabilitation or return to work programs | 50
This unit specifies the performance outcomes skills and knowledge required to process and analyse both workers' compensation and sick leave claims. It also covers the establishment of rehabilitation needs and return-to-work programs, and their monitoring, ongoing review and evaluation.