



Date		Fax To	
To		Company	
From			
Course Date(s)		Bookings	
Message			

## WorkCover NSW OHS Consultation Certificate Training Course

This course in OHS consultation has been developed by WorkCover NSW to meet the training requirements for OHS committees and OHS representatives, as stated in the NSW OHS Regulation 2001.

The course in Occupational Health & Safety consultation is designed for:

- ✚ OHS committee members
- ✚ OHS representatives
- ✚ Persons involved in other agreed arrangements

This course aims to provide participants with:

- ✚ Knowledge and skills necessary to apply the principles of workplace OHS consultation as an integral part of an effective OHS management system (OHSMS)
- ✚ Appropriate attitudes to enable OHS committee members and OHS representatives to effectively carry out their functions under OHS legislation.
- ✚ Comprehensive OHS Manual with relevant WorkCover information, handouts and documents on CD Disk.

### Nominal course duration

- ✚ 24 hours – over 4 days (all 4 days must be completed within 60 days of commencement)

### Course content

- ✚ Workplace health and safety legislation (*Act, Regulations, Australian Standards, Codes of Practice*)
- ✚ The role of OHS consultation in the workplace
- ✚ Effective OHS consultation in the workplace
- ✚ Systematic management of health and safety
- ✚ Action learning exercise – on site Risk Identification and Assessment
- ✚ Continuous improvement of OHS systems
- ✚ Summary, conclusion and review of the role of OHS Representatives

### Course cost

- ✚ Public Courses - \$500 (exempt gst) includes refreshments & lunch over 4 days
- ✚ Payment options - Chq, Cash, Eftpos, MC, Amex, Visa, Diners Card or by invoice to approved accounts.
- ✚ Private courses also available – please call for a quote.

### Certification

- ✚ Successful participants will receive a WorkCover NSW Statement of Completion issued by the accredited trainer. Training methods place an emphasis on group discussion, group exercises and the interaction of course participants.