

# MSMWHS200 Work Safely

Micro-Credentials

RTO 40575

## Head Office

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## OVERVIEW

This unit describes the skills and knowledge required to apply workplace policies and procedures to maintain a safe work environment for self and others. This includes identifying work health and safety (WHS) hazards, assessing risk and following safety procedures in the workplace with minimal supervision. This unit applies to an individual working alone or as part of a team or group and working in liaison with other shift team members and the control room operator, as appropriate.

## DELIVERY METHOD

- Online / Self-Paced (Individual Learning)
- Face to Face at Business Premises (Groups up to 12)

## DURATION

### Online

- 30 - 50 hours (depending upon the course complexity and project type). The online units consist of pre-reading, pre-recorded tutorials/lessons, project work and report, post reading, and assessments

### Face to Face

- This course has been developed to be delivered in a one-day workshop environment with the class / students participating throughout the day in several activities that are aligned to your business outcomes
  - Approximately 20-40 hours are required outside of the one-day workshop to complete the Unit of Competency. This time will typically consist of pre-reading, pre-recorded tutorials/lessons, project work and report, post reading, and assessment.
  - In class knowledge assessment may be recorded on the day through workbook activities.

## COURSE OUTCOMES

- Identify a safety procedure that you can review and improve.
- Identify the employee and employer responsibilities for WHS for the selected safety procedure. Locate the emergency procedures and MSDS's for the selected safety procedure.
- Identify a potentially hazardous task in your work area.
- Perform a Take 5 for the selected task.
- Perform a risk assessment of the selected task using a Job Safety Analysis, or your organisation's risk assessment process. Apply the Hierarchy of Control.
- Identify improvements or changes that will reduce the risk of the selected task.