

MSS403087 Mistake Proof an Operational Process

Micro-Credentials

RTO 40575

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OVERVIEW

This unit describes the skills and knowledge to analyse a process that a team is responsible for and determine methods of mistake proofing it. This includes determining, implementing and sustaining improvement activities. The person will typically be a technical expert, team leader or be in a role where they have sufficient technical understanding of processes in their own work and that of others to be able to mistake proof the production process in their area.

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

- Choose a process issue that could be prevented with a Mistake Proofing solution.
- Define the Process Issue using a Problem Solving A3.
- Measure the Process Issue using a Problem Solving A3.
- Analyse the Process Issue using a Problem Solving A3.
- Improve the Process Issue and develop and implement Mistake Proofing solutions using a Problem Solving A3.
- Control the Process Issue using a Problem Solving A3 by developing standardisation and control measures..

