

# Refresher Course for Health and Safety Representatives



<b>Who should attend?</b>	<p>This course has been developed for health and safety representatives who have previously completed a five-day introductory training course approved by WorkSafe WA.</p> <p>The course has been designed to refresh participants' knowledge of the key functions they are expected to perform as a health and safety representative. It applies to those who work in workplaces which operate under the Work Health and Safety Act (WA) 2020.</p>
<b>Entitlement to attend</b>	<p>Under Section 72 of the Work Health and Safety Act and Work Health and Safety Regulation 21, health and safety representatives are entitled to time off work, with pay, to attend up to 1 day's refresher training per year.</p>
<b>Course duration:</b>	<p>1-day</p>
<b>Course dates:</b>	<p>Please refer to the calendar on the TSA website (<a href="http://www.tsa-wa.com.au">www.tsa-wa.com.au</a>) or contact a TSA consultant on 08 9422 6444 or <a href="mailto:tsa@tsa-wa.com.au">tsa@tsa-wa.com.au</a>.</p>
<b>Course hours:</b>	<p>8:30am – 4:30pm</p>
<b>Course cost:</b>	<p><b>\$330</b> per person (inc GST)</p> <p><b>* Group Rates: Special rates can be negotiated for workshops conducted by Training Services Australia on behalf of our clients, exclusively for their personnel.</b></p>
<b>Accreditation:</b>	<p>Training Services Australia has been given approval by the Work Health and Safety Commission to deliver this course.</p>
<b>Delivery method:</b>	<p>The course is delivered in a training room by experienced industry trainers, using face-to-face delivery techniques. It includes a combination of individual and group activities, discussions, case studies and practical exercises.</p>
<b>Course content:</b>	<ul style="list-style-type: none"><li>• Discussion – HSR successes and challenges</li><li>• Revision:<ul style="list-style-type: none"><li>○ WHS legal framework</li><li>○ Key parties and their duties</li><li>○ Representation in the workplace</li><li>○ Consultation and issue resolution</li><li>○ Risk management</li><li>○ Powers of HSRs</li></ul></li><li>• Practical activity – Exploring a Code of Practice</li><li>• Revision – The role of an HSR</li><li>• Case Study Scenarios – What would you do and why?</li><li>• Self-reflection – How can I improve my effectiveness as an HSR?</li></ul>
<b>Pre-requisites:</b>	<p>No qualifications are necessary to participate in this course, however participants should have previously attended a five-day introductory training course approved by WorkSafe.</p>
<b>Assessment</b>	<p>There is no formal assessment for this course, however participants are required to participate in discussion and complete on-course activities.</p>