

**School / Faculty:** Federation Business School

**Course Title:** FUNDAMENTALS OF OCCUPATIONAL HEALTH & SAFETY

**Course ID:** BSMAN1003

**Credit Points:** 15.00

**Prerequisite(s):** Nil

**Co-requisite(s):** Nil

**Exclusion(s):** Nil

**ASCED Code:** 080307

**Grading Scheme:** Graded (HD, D, C, etc.)

**Program Level:**

AQF Level of Program						
	5	6	7	8	9	10
<b>Level</b>						
Introductory	■	■	✓	■	■	■
Intermediate	■	■	■	■	■	■
Advanced	■	■	■	■	■	■

**Learning Outcomes:**

**Knowledge:**

- K1.** Have a technical and theoretical understanding of the legislative requirements for managing OHS policies and procedures within an organisational environment.
- K2.** Be familiar with the ethical and social responsibilities of management and organisations for ensuring a safe work environment.
- K3.** Identify concepts of total quality management and continuous improvement related to OHS which can be implemented within an organisational environment.
- K4.** Understand how the fundamentals of OHS integrate with other management disciplines such as organisational strategy and project management

**Skills:**

- S1.** critically evaluate policies, procedures and environmental factors which impact on workplace safety and apply creative thinking to providing recommendations.
- S2.** Clearly communicate the required procedures for developing and managing OHS procedures within an organisational environment.

**Application of knowledge and skills:**

- A1.** Problem solve organisational safety factors and provide strategic recommendations.

# Course Outline (Higher Education)

## BSMAN1003 FUNDAMENTALS OF OCCUPATIONAL HEALTH & SAFETY

- A2.** Use broad OHS concepts to provide responsible solutions to organisational safety issues.
- A3.** Demonstrate responsibility and accountability for the management of workplace safety in compliance with both legislation and organisational policies.

### Course Content:

This course provides students with the fundamentals of occupational health and safety. It presents federal, and state, legislative and regulatory requirements applicable to OHS, and the implications of non-compliance for organisations and individuals. Students examine occupational health and safety management systems, reporting requirements, registers and required documentation. The course engages students in identifying hazards and assessing and controlling risks, first aid and hazardous substance management.

### Values and Graduate Attributes:

This course will help students develop values and attributes that will enable them to:

#### Values:

- V1.** Display the skills, motivation and confidence to engage in continuous learning and progress their studies in an applied discipline.
- V2.** Be highly valued within an organisation for being committed to ensuring a safe work place.
- V3.** Support socially responsible and ethical behaviour in ensuring a safe work place.

#### Graduate Attributes:

FedUni graduate attributes statement. To have graduates with knowledge, skills and competence that enable them to stand out as critical, creative and enquiring learners who are capable, flexible and work ready, and responsible, ethical and engaged citizens.

Attribute	Brief Description	Focus
Knowledge, skills and competence	This course engages students in learning activities that empower them to conduct critical analysis, and make recommendations, regarding occupational health and safety issues within an organisational environment.	Low
Critical, creative and enquiring learners	Fundamentals of OHS will help develop student confidence in applying the foundational knowledge directly to organisational health and safety issues within their respective industries.	Medium
Capable, flexible and work ready	Graduates of this course will be empowered to engage with a range of organisational stakeholders including external and internal customers, staff and senior management.	High
Responsible, ethical and engaged citizens	This course encourages socially responsible and ethical behaviour, by graduates, in the delivery, and management, of OHS policies and procedures within the workplace.	High

### Learning Task and Assessment:

# Course Outline (Higher Education)

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Learning Outcomes Assessed	Assessment Task	Assessment Type	Weighting
K1, K2, K3, S1, S2, A1, A2, A3	Research and develop a Hazard Identification, Risk Assessment and Control (HIRAC) procedure for a new product or service.	Individual report/ Essay	10-30%
K1, K2, K3, S1, S2, A1, A2, A3	Research and develop an OHS management plan that documents policies; procedures; HIRAC; appropriate documents and registers; consultative communication strategy; staff development strategy.	Portfolio/ Presentation	20-40%
K1, K2, K3, K4 S1, S2, A1, A2, A3	Invigilated examination in which students demonstrate applied understanding of OHS fundamentals practices and theories.	Examination	40-60%

## Adopted Reference Style:

APA