



# Course Outline (Higher Education)

<b>School:</b>	School of Science, Psychology and Sport
<b>Course Title:</b>	LABORATORY MANAGEMENT AND QUALITY ASSURANCE
<b>Course ID:</b>	SCCOR3000
<b>Credit Points:</b>	15.00
<b>Prerequisite(s):</b>	(240 Credit Points)
<b>Co-requisite(s):</b>	Nil
<b>Exclusion(s):</b>	(SCFST3066 and SCIGC3716 and SCMED3011)
<b>ASCED:</b>	019909

## Description of the Course :

An understanding of the modern Australian Occupational Health and Safety culture has become one of the key employability criteria in the workplace in Australia today. This course will consider the OHS act in Victoria, as well as National legislation, and investigate how individuals and companies comply with the legislation. Issues dealing with all aspects of the workplace from manual handling tasks to more complex handling of biological agents, chemicals and hazardous wastes will be addressed. The course will also introduce students to HACCP/GMP for food preparation and manufacturing industries and NATA requirements for testing services and diagnostic laboratories.

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

**Placement Component:** No

**Supplementary Assessment:** Yes

Where supplementary assessment is available a student must have failed overall in the course but gained a final mark of 45 per cent or above and submitted all major assessment tasks.

## Program Level:

Level of course in Program	AQF Level of Program					
	5	6	7	8	9	10
Introductory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intermediate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advanced	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Learning Outcomes:****Knowledge:**

- K1.** Describe a range of assessment tools used to meet OHS requirements in the workforce.
- K2.** Summarise current OHS Acts and other legislative requirements
- K3.** Discuss the regulatory framework surrounding the food industry, pharmaceutical manufacture and diagnostic laboratories

**Skills:**

- S1.** Recognise different hazard classes
- S2.** Manage risks in the workplace
- S3.** Recognise and treat hazardous materials and situations

**Application of knowledge and skills:**

- A1.** Conduct formal task based risk assessments and suggest procedures for controlling risks.
- A2.** Conduct formal Incident and Hazard investigations and suggest remedial actions.
- A3.** Plan and act within the framework of food safety standards and good manufacturing practice.

**Course Content:**

Topics may include:

- Module 1: Legislative frameworks & Organisational compliance
- Module 2: The rights and responsibilities of employers and employees
- Module 3: Introduction to Risk Management
- Module 4: Risk Management: Hazard Classification
- Module 5: Incident and Hazard Reporting
- Module 6: Risk Management: Hazards of Industrial waste
- Module 7: Quality Management Systems and ISO9001
- Module 8: Good Laboratory Practice
- Module 9: Good Manufacturing Practice
- Module 10: Hazard Analysis Critical Control Point (HACCP)
- Module 11: Working with Microorganisms
- Module 12: Working with Genetically Modified Organisms (GMOs)

**Values:**

- V1.** Appreciate the importance of OHS principles & practice in the workplace
- V2.** Appreciate the use of a common approach to address diverse workplaces
- V3.** Develop an increased awareness of the environmental, social, ethical, legal and economic implications of OHS principles and practice
- V4.** Adopt a professional and ethical approach to employment and the application of OHS in the workplace

**Graduate Attributes**

The Federation University FedUni graduate attributes (GA) are entrenched in the Higher Education Graduate Attributes Policy (LT1228). FedUni graduates develop these graduate attributes through their engagement in explicit learning and teaching and assessment tasks that are embedded in all FedUni programs. Graduate attribute attainment typically follows an incremental development process mapped through program progression. **One or more graduate attributes must be evident in the specified learning outcomes**

**and assessment for each FedUni course, and all attributes must be directly assessed in each program**

Graduate attribute and descriptor		Development and acquisition of GAs in the course			
		Learning Outcomes (KSA)	Code A. Direct B. Indirect N/A Not addressed	Assessment task (AT#)	Code A. Certain B. Likely C. Possible N/A Not likely
GA 1 Thinkers	Our graduates are curious, reflective and critical. Able to analyse the world in a way that generates valued insights, they are change makers seeking and creating new solutions.	K1-K3, S1-S3, A1-A3	A A B A A A A A A B	AT1, AT2, AT3	A A B
GA 2 Innovators	Our graduates have ideas and are able to realise their dreams. They think and act creatively to achieve and inspire positive change.	K3, S3, A1-A3	A B A A A	AT2, AT3	A B
GA 3 Citizens	Our graduates engage in socially and culturally appropriate ways to advance individual, community and global well-being. They are socially and environmentally aware, acting ethically, equitably and compassionately.	K3, S2, A1-A3	A A A A A	AT2, AT3	B B
GA 4 Communicators	Our graduates create, exchange, impart and convey information, ideas, and concepts effectively. They are respectful, inclusive and empathetic towards their audience, and express thoughts, feelings and information in ways that help others to understand.	K1-K3, S2, S3, A1-A3	A A A B B A A A A	AT2, AT3	A B
GA 5 Leaders	Our graduates display and promote positive behaviours, and aspire to make a difference. They act with integrity, are receptive to alternatives and foster sustainable and resilient practices.	K2, K3, S2, A1-A3	A B B A A B	AT2, AT3	A B

### Learning Task and Assessment:

Learning Outcomes Assessed	Learning Tasks	Assessment Type	Weighting
K1, K2, K3, S1,S2, S3	AT1: Retention and comprehension of knowledge.	Quizzes	20 - 40%
S1, S2, S3, A1, A2, A3	AT2: Written task: A risk Management activity (Risk Assessment; Incident report; Workplace inspection; SOP)	Written Reports	30 - 40%
K1, K2, K3, S1, S2, S3.	AT3: Assessed on knowledge, comprehension and synthesis of all course content	Online test:	30 - 50%

### Adopted Reference Style:

Australian Harvard