

## Refresher Training for Health and Safety Representatives (HSRs)

### Prerequisite to attend refresher training;

Elected HSRs are entitled to attend a 1 Day HSR Refresher Training Course, approved by the Regulator, 1 year after completing the initial 5 Day HSR Course and annually thereafter. This course has been approved by the New South Wales Regulator as a HSR refresher training course.

In line with section 72 of the *Work Health and Safety Act 2011 (WHS Act)* training is to be chosen by the HSR (or deputy HSR) following consultation. The person in control of a business or undertaking (PCBU) must allow this training and meet all associated costs.

### Learning Outcomes

- Definitions and Duty of parties under the WHS Act
- Identify the workplace structures and processes necessary to facilitate consultation
- Acknowledge their role as representatives of workers and the skills they require to communicate effectively with and between them and the PCBU
- Identify when it is necessary to exercise their legislative functions and powers in order to facilitate communication and consultation
- Demonstrate knowledge of the prescribed Issue Resolution Procedures
- Identify the Issue Resolution Procedures for their workplace and compare these to the prescribed procedures
- Demonstrate they have the skills to participate in the resolution procedure
- Acknowledge their role as representatives of workers and the skills they require to communicate effectively with and between them and the PCBU
- Identify when it is necessary to exercise their legislative functions and powers in order to facilitate compliance with the Issue resolution procedures
- Demonstrate knowledge of the Hazardous Manual Handling regulations and Code of Practice
- Recognise the hazards, such as bullying, which give rise to work related stress
- Identify both the physical and mental effects stress has on the human body
- Identify preventative measures to prevent the hazards and associated risks of work related stress from manifesting in the work place
- Demonstrate knowledge of and the skills required to apply the Risk Management procedures to eliminate or minimise the risks caused by exposure to the hazard of work related stress and/or bullying behaviour
- Acknowledge their role as representatives of workers and the skills they require to communicate effectively with the affected workers and between them and the PCBU to resolve incidences of work related stress and bullying behaviour.

### Locations and times

HOSTA's 1 Day ACTU NSW HSR Refresher Course is conducted weekly with the exception of weeks where a public holiday falls. Courses are run in Sydney, Newcastle and Wollongong and can be conducted onsite. The course is held between the hours of 8:30am and 5:00pm.

Complete a Course Registration Form and send it in to [hosta@hosta.org.au](mailto:hosta@hosta.org.au) to secure your booking.

Please ring 1300 046 782 for any further enquiries.

**Cost:** \$300.00 + GST