

COURSE OUTLINE

FIRE AND HAZMAT

PUA20613 Certificate II in Public Safety (Firefighting and Emergency Operations)

V1-02.15

About Us

Risk Response + Rescue is a Registered Training Organisation with a unique focus on risk management competency in response and rescue situations.

We have conducted nationally recognised and accredited training throughout Australia and abroad in some of the most hostile environments, spanning marine, alpine, deserts and underground.

Risk Response + Rescue was formed in 1998 after an identified need from industry for risk management specialists in the fields of high risk operations and environments with an emergency response and rescue focus. The company quickly developed a portfolio of high profile clients requiring Risk Response + Rescue's specialist staff. From our beginnings, the company has grown and expanded to become one of Australia's leading organisations specialising in high risk operations and environments. Our diverse and credible client portfolio is testimony to this.

We are proudly 100% Australian owned and operated. We provide training, skills recognition, consultancy, and equipment for high risk operations and environments.

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Specialised training, equipment and consultancy for high risk operational environments

Land + Alpine + Underground + Aviation + Maritime

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Overview of the program

The Certificate II in Public Safety (Firefighting and Emergency Operations) covers the skills and knowledge required by firefighters to perform a range of varied activities, such as structural fire fighting and responding to rescue incidents. Our program has also been designed to include elective units dealing with hazardous materials incidents.

The skills and knowledge developed on this program can be used in work in a wide range of industries, such as emergency services, construction and manufacturing and the resources sector.

You will need to be assessed as competent in each of the 11 units listed below in order to receive this qualification.

Unit Code	Unit Title	Core / Elective
PUAEQU001B	Prepare, maintain and test response equipment	Core
PUAFIR203B	Respond to urban fire	Core
PUAFIR207B	Operate breathing apparatus open circuit	Core
PUAFIR215	Prevent injury	Core
PUAOPE013A	Operate communications systems and equipment	Core
PUASAR022A	Participate in a rescue operation	Core
PUATEA001B	Work in a team	Core
HLTFA211A	Provide basic emergency life support	Core
PUACOM001C	Communicate in the workplace	Elective
PUAFIR320	Render hazardous materials incidents safe	Elective
PUAFIR308B	Employ personal protection at a hazardous materials incidents	Elective
Pre-requisite units (will be covered within the program)		
PUAEME001B	Provide emergency care	Pre-requisite to unit PUASAR022A

Who this program is for

This program is suitable for participants without prior firefighting experience, seeking to develop the key entry-level skills to work as a firefighter.

All persons will be required to perform strenuous physical activities. Lack of fitness can compromise an individual's ability to attain competency in the allocated duration. It is recommended that persons are fit and healthy upon enrolment to the program.

During this program, participants undergo practical scenario-based training and assessment while wearing compressed air breathing apparatus. Therefore participants must be physically fit to perform practical work while wearing personal protective equipment, including open circuit breathing apparatus.

The course content will expose participants to simulated incidents that may be encountered by an operational firefighting team. This can sometimes cause significant physical, psychological or emotional distress to a participant. Participants must be prepared to display an appropriate desire and ability to learn and acquire the knowledge and skills of a competent team member.

How the program is delivered

Our programs are designed to blend theoretical knowledge with practical experience, and have a particular focus on scenario-based training and assessment. We don't just deliver training in a classroom: participants are involved in situations that closely reproduce the conditions experienced in real emergencies.

This approach provides participants with hands-on experience that will prepare them for real situations they may encounter in the future.

Training location

The training and assessment will be delivered by Risk Response + Rescue facilitators at the following location:

Thurgoona Training Academy
137 Williams Road,
Thurgoona NSW 2640

Dates

Participants are required to attend both the following sessions:

Phase 1: 15 April 2015 – 17 April 2015

Phase 2: 6 May 2015 – 8 May 2015

Please note that dates may be subject to change.

Fees and subsidies

This training is subsidised by the NSW Government.

Eligible individuals will be entitled to a subsidy to cover most of the cost of this training; the NSW Government contributes to the cost of each course and the student pays the balance. For this program, the NSW Government subsidy covers more than 70% of the course price. This may vary slightly depending on whether you are completing other subsidised training this year.

	Full course price	Subsidy	Student Fee
Scenario 1: If this is your 1st Smart and Skilled qualification this year	\$3640	\$2650	\$990
Scenario 2: If this is your 2nd or further Smart and Skilled qualification this year	\$3640	\$2450	\$1190

To be eligible for this subsidy, participants must be:

- 15 years old or over;
- No longer at school;
- Living or working in NSW;
- An Australian citizen, Australian permanent resident, Australian permanent humanitarian visa holder or New Zealand citizen; and
- Have not completed a post-school qualification above a Certificate III level.

If you meet all the criteria above, then you may be eligible to enrol in this program as a government-subsidised student under the Smart and Skilled program.

We can provide personalised advice on the subsidy you are entitled to, and what fees you will be required to pay, once you commence Step 1 of the enrolment process below.

Fee concessions and exemptions

Aboriginal and Torres Strait Islander (ATSI) students, students with disabilities and their dependants may qualify for fee exemptions when they enrol in Smart and Skilled training. Students receiving welfare benefits and the dependants of welfare recipients may qualify for concession fees when they enrol in Smart and Skilled training.

We can provide personalised advice on what fee concessions or exemptions you are entitled to, once you commence Step 1 of the enrolment process below.

How to enrol

1. Complete the following forms (available from www.riskresponse.com.au or by contacting our Support Centre on 02 4283 9300 / info@riskresponse.com.au):
 - Smart and Skilled Application form
 - DCT/RPL Notification form
 - USI Application form (if you don't already have a USI).

Once we receive your forms, RR+R will confirm your eligibility and calculate the subsidy and fee specific to your individual circumstances within the NSW Government system. This 'books' your subsidised place in the program.

2. Upon confirming a participant's eligibility, fee and subsidy, we will forward the following:
 - Participant Enrolment Form
 - Statement of Fees and Payment Information for signature

These are to be returned with your payment in order to finalise your enrolment and secure your place on the program.

Recognition of Prior Learning and Direct Credit Transfer

Recognised Prior Learning (RPL) provides the opportunity for individuals to seek formal recognition of their current knowledge and skills regardless of where and when their learning occurred.

Credit Transfer provides the opportunity for individuals to seek credit for units of competency or qualifications they have already attained through formal learning activities with another RTO.

RR+R is committed to the principle of Recognition of Prior Learning (RPL) and Direct Credit Transfer (DCT) and all courses/units of competency contained in our scope fall within this policy. All participants in accredited courses are eligible to access RPL and DCT. Participants are given information on the availability of RPL and DCT upon enrolment. Due to the high risk nature of activities on our scope and the requirements of legislation and national standards that these are regularly maintained, RR+R may also require persons seeking RPL or DCT to provide additional evidence to demonstrate the currency of their competency in the relevant units of competency.

Smart and Skilled participants who receive DCT or RPL

Privacy and access to participant records

RR+R collects personal information about training participants solely for the purpose of operating as an RTO under the Standards for Registered Training Organisations. RTO reporting requirements result in some personal data being released for the purposes of audit and for the generation of statistics for state and national reporting.

RR+R retains all collected personal information in a secure location and in accordance with privacy legislation.

RR+R will use the information you provide for the purposes of general participant administration, identification, communication, course evaluation, business evaluation and RTO reporting requirements. Information may be provided to the Australian Skills Quality Authority, the National Centre for Vocational Education Research and state and national funding bodies as required in line with specific funding agreements.

By providing your personal information to RR+R, and by signing the Participant Enrolment Form, you consent to it being used in the manner described.

Your information will be held securely. You may access the information held about you or correct your personal details by contacting the relevant RR+R Administration Centre and providing proof of your identity.

Support Services

RR+R is dedicated to ensuring that all participants have every reasonable opportunity to complete their training course. During the enrolment process, participants are provided with the opportunity to notify RR+R of any special needs they may have pertaining to training/assessment activities (i.e. language, literacy, and numeracy requirements).

You are encouraged to speak directly with your trainer/assessor about any special needs you may have at any time prior to and during the training/assessment so that support options can be discussed and organised promptly.

Should you feel that you have been exposed to circumstances throughout the training/assessment activities that lead you to feel the need for professional guidance/welfare services you are encouraged to contact your trainer or a RR+R representative as soon as possible.

Plagiarism

RR+R will not tolerate plagiarism or other forms of cheating. This may include:

- Submitting another person's work as your own, with or without their permission
- Using any part of another person's work without the proper acknowledgement, including breaches of copyright
- Submitting a completely duplicated assessment
- Allowing someone else to submit your work as their own
- Submitting group work and claiming it to be your individual work

If a participant is reasonably suspected of plagiarism RR+R will:

- Discuss the matter with the participant and provide them with an opportunity to respond
- Notify the participant they have the right to appeal the decision made regarding action taken
- Arrange for re-assessment or for the learner to provide additional evidence.

Appeals, Complaints & Grievances Policy

In recognising that complaints and disputes will arise from time to time, RR+R will observe the following:

- Every complaint, regardless of its nature and seriousness, shall be documented on the complaint form or other improvised document, signed and dated by the complainant and RR+R representative and systematically recorded by the Manager Administration.
- RR+R will uphold the principles of fairness and good practice and all complaints will be treated promptly and with courtesy.
- Every effort will be made to resolve the complaint at the point of origin and with minimal delay.
- Where the complaint is not resolved between the originator and the initial RR+R representative the complaint will be managed by the Director as a grievance.

- Grievances that cannot be resolved locally will be heard by an independent arbitrator, which can be appointed by either party.

Procedure

The person with any grievance advises the Director in writing giving grounds for concern or complaint.

Clients or participants who do not agree with an assessment can appeal in the first instance to the trainer/assessor. An appeal may also be lodged in writing and submitted to head office. Where the grievance is against the trainer/assessor, the appeal may be lodged in writing with the Managing Director.

All appeals must be made in writing.

The director will meet and speak with the complainant as soon as practicable and attempt to settle the matter. If agreement cannot be reached a report detailing the issue and substance of the discussion is produced. If there is no agreement after a second attempt then an independent arbiter may be appointed. If there is still no agreement then legal advice should be sought and the matter dealt with by law.

Every effort will be made to resolve the grievance within 7 days of lodgement. If the complainant is not satisfied with the result then the grievance can be taken to an agreed external arbiter.