

# TTA NEWS

**MARCH EDITION 2016**

## Message from the CEO

It's been a busy start to the year so far, with many of our courses filling up fast and early bookings being received by clients. Vintage 2016 for Griffith wineries saw a busy start to January with more than 100 participants completing confined space entry and CPR training.

In January TTA and IXOM entered into an agreement together meaning IXOM will now use our RTO to administer their Chlorine Course and allow them to deliver this Nationally Recognised training.

In February we reported our complete AVETMISS data to NCVER, a legislative requirement of all RTO's. The data showed in 2015 we delivered training to 4869 participants, an increase from the previous year.



Our company vehicle fleet now includes four Mitsubishi Tritons. We have been very happy with this vehicle. This year vehicle signage will be amended to include our RTO number as this is a requirement on all marketing material an RTO uses.

2016 is shaping to be bigger than last, with new ventures and a larger demographic area. We will be looking to increase our business and streamline our administrative systems. We have already implemented credit card payment options for our learners and clients.

## *Low Voltage Rescue (UETTDRRF06B)*

### LVR

In 2014 we added Low Voltage Rescue to our scope of registration. Since the introduction of this course we have more than doubled participant numbers in 2015 and are anticipating an increase again this year. Low Voltage rescue is a requirement if you are working on live Low Voltage equipment / plant. Refresher training is required every 12 months. Contact our office or visit our website for more details.

## *3.8 Million USI's*

### USI's reach over 3.8 million

On the 1<sup>st</sup> of December 2015, the USI office released a media statement that their office have now received over 3.8 million USI numbers. The implementation of the USI Government initiative has been received fairly well, however it has created a few headaches for those in the VET industry especially those who administrate the enrolment process. The initiative has now been going for little over a year and we still have a number of participants who are unaware they require a USI.

Raewyn and Rita have been very busy chasing those who don't have USI's requesting they get one. As an RTO we cannot issue a statement of Attainment (SOA) without the students USI. In some cases this prevent us from releasing course completion data to clients even after receiving payment.

Please ensure that you or your staff have a USI prior to enrolling in a course with us. For more information on USI's please visit [www.usi.gov.au](http://www.usi.gov.au) or contact our staff for help or further information. If you are having trouble getting a USI please call the USI hotline on: 1300 857 536



Scan me with a  
QR reader



*Are you competent to carry out your tasks?*

## Compromise and Competency

When do you compromise the safety of staff and employees? The answer should be Never!

Why is it then delivery times of courses seem to be getting shorter? Recently we have been hearing a lot about RTO's shortening the length of their courses in order to suit a tighter budget and get the job done. Competencies do change regularly however, rarely do they remove elements and assessment requirements rather, they add to them and become more and more specific. Here we provide two (2) examples, First Aid (Senior First Aid) and Confined Spaces.

### First Aid

The industry has for many years delivered Initial First Aid training over a period of two days, face-to-face. The two days consist of CPR and First Aid. CPR has always been delivered over four hours regardless of whether it's a refresher or the first time a learner has undertaken the training. Why? When do you ever get to practice the skills? First Aid includes a huge range of knowledge and skills from a basic bandage to dealing with a person who may have suspected spinal damage. To cover the skills required to perform first aid it is essential that learners are assessed in a variety of practical scenarios to confirm their knowledge and skills. We are reluctant to reduce the delivery time to less than two days as we believe it is much more important for our learners to have face to face training, the opportunity to discuss and practice the skills learnt and to ask questions as they arise.

### Confined Space

Confined space training has been around since the early 90's. When the first competency was developed an accepted duration of three days ensured learners had a thorough understanding of the hazards involved and the controls required to ensure the safety of people entering and working in such spaces. Since this time we have heard many organisations delivering this type of training over one and two days with little or no practical component. One of the best was half a day with no practical activity at all. The UOC states very clearly that persons who participate in this training must enter a confined space in a simulated or realistic work environment.

It is extremely difficult to comprehend that a person who attends a one day initial confined space course could be deemed competent to enter such areas without having completed a practical entry. Evidence has shown that confined space entry can be up to 100 times more deadlier, than any other occupation.

Participants must be able to identify a confined space, identify the hazards involved, control the hazards, complete permits, and use associated equipment, in order to be deemed competent. Trying to complete the above in one day without prior understanding is virtually impossible.

Delivery over one day as a refresher also has its challenges. Recommended refresher training is two years as recognized by industry. If a person has not entered or had anything to do with confined spaces during that two year period it could be said that they would not have the underpinning knowledge / skills required to attend such a course. Before deciding on time and budget constraints, a person's skills / knowledge should be assessed and the intricacies of the course in which they are to participate fully understood.



# TTA NEWS

*What's happening at TTA?*

## **Structural Fire Fighting Clothing**

Earlier this year we purchased new Fire Fighter Structural clothing. We now have 12 sets in varying sizes to accommodate all shapes and sizes

ERT courses this year at TTA: 23<sup>rd</sup>, 24<sup>th</sup>, 25<sup>th</sup> May, 11<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup> July and 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup> September. For more information please contact our office as we have already taken bookings for positions in these courses. Should you require a group of people trained we are happy to arrange additional dates.



## **Another Gas Monitor**

We have increased our gas detection equipment by one. Our detectors are primarily used for training however we do hire our units out for Planned Maintenance shuts, Confined space tasks etc.

Our fleet of detectors now includes 1 x Draeger Xam2000, 3 x Draeger XAM2500, 1 x Gas Alert Quatro and 1 x MSA Altair 4X. Detectors are complete with chargers and some have a pumping option for those hard to reach places. All are calibrated and training is provided prior to hire.

*Australian and New Zealand Committee on Resuscitation (ANZCOR)*

## **Changes to First Aid**

The Australian and New Zealand resuscitation councils have collaborated to develop resuscitation guidelines for both countries. This body is referred to as **ANZCOR**, the Australian and New Zealand committee on Resuscitation. ANZCOR liaises with ILCOR (The international body for First aid) who have recently published the latest changes to First aid procedures. These latest changes took place on the 13<sup>th</sup> of January of this year. We have ensured the latest changes are now incorporated in our First aid courses.

Some topics affected by these changes include: Compression numbers currently carried out during CPR, Treatment of bleeds, Asthma and Stroke recognition in a casualty. For more detailed information about these changes and how these may affect you and your role in the workplace, please do not hesitate to contact us. Alternatively enroll in one of our tailor-made First Aid courses to ensure your workplace has access to the latest information.

*Our youngest trainee yet completes CPR*

## **Never too young**

Our youngest course participant yet, Tyler Jones, one week before his 10<sup>th</sup> birthday, participated in CPR training with a number of other adult learners. Young Tyler from **'Jindera Public School'** demonstrated CPR on an Adult, Child and Baby manikin singularly and in a group and also demonstrated the safe use and application of an AED.

After the completion of the course he was congratulated by many of the participants for his maturity and enthusiasm.

**"Congratulations Tyler from the team here at TTA. Well Done!"**



*When is a good time to refresh?*

## Refresher frequency?

### *When do I need to refresh my training?*

In our industry the skills and knowledge gained from attending training are perishable. This means “if you’re not using it you’ll lose it”. It’s accepted by the majority of industry and RTO’s that refresher training be conducted on a two year basis. A great approach from one client is: Staff attend a 3 day initial Confined Space entry course, refresh 2 years later, refresh another 2 years later and when they fall due for a refresher again they attend the full 3 day course.

It could be suggested that the frequency of refresher training is dependent upon the individual. In this case each learner should undergo a ‘training needs analysis’ to identify knowledge and skill gaps. This could be very time consuming, especially when it involves large numbers of staff. The method adopted more often than not is to have staff attend a refresher every two years.

As most are aware, legislation, technology and equipment constantly change, therefore it would be difficult to argue the point that just because you enter a confined space on a daily basis you would be competent. How often do you practice CPR or use a fire extinguisher?

### *Is there a legal requirement to refresh my training?*

The legal requirement to refresh is dependent upon the competency. There are legal requirements for some competencies to be refreshed for example: First Aid units (dictated by the Australian Resuscitation Council), Asthma, Anaphylaxis and first aid in schools and education (set out in the Education and Care Services Regulations), Low Voltage Rescue (set out in the WHS Regulations).

With this in mind it is important to ensure that the training requirements of the legislation are being met. Where the legislation requires refreshers at set intervals these must be complied with. Where there are no refresher requirements industry standards / benchmarks could be considered acceptable.

It makes good sense to refresh your skills on a regular basis to ensure you are up to date with changes in legislation, technology and equipment, after all, the person with the competency will most likely be the person involved in the work.

*Gundagai Meat Processors HSR course*

## On the road to Gundagai

These happy participants from Gundagai Meat Processors in Gundagai successfully completed the 5 day WorkCover Health and Safety Representative Course. This picture shows the group holding their certificates and wearing Graduate hats provided by TTA. WorkCover Approved Trainer Mr Paul Jones delivered the training to the duly elected HSR’s. Workgroups from across the site received representation: Production, Maintenance and Administration. Upon completing the intensive training the consensus of opinion was “we now have the knowledge and skills to make a difference to health and safety on our site.”



**Participants left to right:** Christopher Rainbow, Elizabeth Murdoch, Mathew Rose, Kevin Jones, Melanie Hepburn and Amanda Carter.



# TTA NEWS

## *Confined space Entry (RIIWH5202D)*

**March 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>**  
8.30am – 4.30pm

**April 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup>**  
8.30am – 4.30pm

**May 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup>**  
8.30am – 4.30pm

## *Confined Space Refresher (RIIWH5202D)*

**March 10<sup>th</sup>**  
8.30am – 4.30pm

**April 7<sup>th</sup>**  
8.30am – 4.30pm

**May 5<sup>th</sup>**  
8.30am – 4.30pm

## *Construction Induction (CPCCOHS1001A)*

**March 8<sup>th</sup> and 22<sup>nd</sup>**  
8.30am – 3.30pm

**April 5<sup>th</sup> and 19<sup>th</sup>**  
8.30am – 3.30pm

**May 3<sup>rd</sup>, 17<sup>th</sup> and 31<sup>st</sup>**  
8.30am – 3.30pm

## *Work Safely At Heights (RIIWH5204D)*

**March 2<sup>nd</sup> and 30<sup>th</sup>**  
8.30am – 4.30pm

**April 27<sup>th</sup>**  
8.30am – 4.30pm

**May 25<sup>th</sup>**  
8.30am – 4.30pm

## *Warden (PUAWER008B/005B)*

**March 3<sup>rd</sup>**  
8.30am – 4.30pm

**April 28<sup>th</sup>**  
8.30am – 4.30pm

**May 26<sup>th</sup>**  
8.30am – 4.30pm

## *Chief Warden (PUAWER006B)*

**March 4<sup>th</sup>**  
8.30am – 2.30pm

**May 27<sup>th</sup>**  
8.30am – 2.30pm

## *Emergency Response Team (PUAWER009B)*

**May 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup>**  
8.30am – 4.30pm

## *Apply First Aid (HLTAID003)*

**March 14<sup>th</sup> and 15<sup>th</sup>**  
8.30am – 4.30pm

**April 11<sup>th</sup> and 12<sup>th</sup>**  
8.30am – 4.30pm

**May 9<sup>th</sup> and 10<sup>th</sup>**  
8.30am – 4.30pm

## *First Aid Refresher (Old Unit HLTF311C)*

**March 16<sup>th</sup>**  
8.30am – 4.30pm

**April 13<sup>th</sup>**  
8.30am – 4.30pm

**May 11<sup>th</sup>**  
8.30am – 4.30pm

## *CPR (HLTAID001)*

**March 7<sup>th</sup> and 14<sup>th</sup>**  
8.30am – 12.30pm

**April 4<sup>th</sup> and 11<sup>th</sup>**  
8.30am – 12.30pm

**May 2<sup>nd</sup>, 9<sup>th</sup> and 30<sup>th</sup>**  
8.30am – 4.30pm

## *First Aid in Education and Care (HLTAID004)*

**April 18<sup>th</sup> and 19<sup>th</sup>**  
8.30am – 4.30pm



# TTA NEWS

*First Aid in Education and Care setting refresher (HLTAID004)*

**April 20<sup>th</sup>**

8.30am – 4.30pm

*Provide Advanced Resuscitation (HLTAID007)*

**May 18<sup>th</sup>**

8.30am – 4.30pm

*Occupational First Aid (HLTSS00027)*

**May 16<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup>**

8.30am – 4.30pm

*Health and Safety 5 day course NSW*

**March 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup> and 30<sup>th</sup>**

9.00am – 4.00pm

*Health and safety rep refresher NSW 1 day*

**April 7<sup>th</sup>**

9.00am – 4.30pm

*Draeger, MSA, Honeywell, BW, Industrial Scientific, QRAE to name a few*

## Website 'Products' page

We have recently created a products page on our website where our clients and learners can access the products we use and sell. The page includes products such as gas detectors, height and confined space safety equipment, Self-Contained Breathing Apparatus to name a few. We have access to a wide range of equipment and can provide you with a very competitive proposal and quotation for all your site equipment needs.

This year we have already supplied a davit arm system complete with winches for the pulp and paper industry and the water industry. These systems can be configured for a wide range of entries into confined spaces. Contact our trainers for more information. Product information will be available from these pages soon.

Should you have a large group of people you wish to have trained call our office and we can tailor a course specifically to you. Don't forget... We can come to you. Did you know we provide onsite training?

We have delivered training in PNG, Christmas Island, Kiribati, Newcastle, Adelaide and all over.

Our training courses can include your policies and procedures and we can also train your people on your own equipment. Don't delay.....get trained today!

*"Being trained means being prepared"*

RTO 91279

+61 0260 431 306

