

CHEMICALS & CLEANING PROCEDURES

To train participants to a level of competency standard for handling chemicals under OH&S Act 101-2004, Dangerous Goods Act (Storage & Handling) 1985 and all state-local accreditation requirements as well as the relevant Australian Standards.

SHORT COURSE

This course is not only a means of management to discharge certain responsibilities under duty of care and relevant national-state occupational health & safety acts, Aged Care Services and relevant local regulations. It is also an opportunity to properly train staff members in handling and using chemicals and cleaning in a safe and efficient manner.

There are strict accreditation requirements involving cleaning services. If you are the responsible person for the cleaning services you will need to attend this session. You will learn how to meet accreditation requirements, you will also learn about best practices and productivity gains through efficient laundry management.

COURSE OBJECTIVE

To equip staff with the knowledge to ensure that your chemical handling and cleaning processes meets accreditation, Australian Standards and best practice requirements.

COURSE CONTENTS:

- Accreditation requirements.
- OH&S requirements.
- Quality control.
- Processes and systems that achieve outcomes.

TRAINING OUTCOMES

Upon completion of this training program participants should be able to:

- Know what is required in order to obtain-achieve accreditation.
- Demonstrate knowledge of carrying out their duties in a safe and effective manner.
- Communicate and demonstrate to others of how the work should be carried out.
- Assessment.

COURSE DURATION: 1 Hours

ASSESSMENT: Written test & Practical demonstration by participants

COURSE PARTICIPATION

D.O.N.S., Managers, domestic coordinators, kitchen, cleaning & laundry staff. (Minimum 10 Maximum 25)

PRICE: POA

RTW SOLUTIONS TRAINING DEPARTMENT TO PROVIDE:

- ⇒ Reference material to all Participants.
- ⇒ Attendance Register listing the names of course participants.
- ⇒ Nationally Accredited Certificate upon attaining competency.
- ⇒ Company Certificate provided.
- ⇒ Competency Assessment for all candidates.
- ⇒ Client will receive Competency outcome for all candidates.
- ⇒ All results are recorded on a database for future reference.

CLIENT TO PROVIDE:

- ⇒ Site information for the course presentation (If applicable).
- ⇒ Suitable Training room.
- ⇒ Provision for the Trainer's Vehicle and Equipment.
- ⇒ Typed list of Participants Attending.

Due to the nature of the Aged Care Industry we also undertake special requirement training.

KEEP YOURSELF SAFE TO HELP OTHERS

RTW Solutions Training Department Confirmation Purchase Order Request Form

Phone No. 03 9563 2122

Fax No. 03 9563 1833

FROM:-Stephen Yeats 0418 373504

DATE:

COMPANY: _____

ATTENTION: _____

ADDRESS: _____

PHONE NO: _____

FAX NO: _____

EMAIL: _____

Purchase Order No.: _____

Preferred Training Dates/Times: _____

Training Facilities and Equipment – Can your company provide:

Training Room

Yes

No

TV/Video

Yes

No

I would like to provide our staff training and instruction in the following:-

CHEMICALS & CLEANING PROCEDURES

Other i.e safety equipment etc.....

Additional Overtime Rate for Instructors Provided

Weekday - After 7pm a minimum charge of 1.5 hours will apply at a rate of \$80.00 per hour per instructor

Weekend - A minimum charge of 2 hours will apply at a rate of \$100.00 per hour per instructor.

Additional costs will be incurred for country, regional and national sites, i.e. travel, accommodation & expenses if applicable. P.O.A.

Please contact our training department for further details of these and other courses that we can design & develop for your needs.

Commercial In Confidence

If notice of cancellation is not forwarded within 7 days prior to date of training, a cancellation fee may be incurred.

For your convenience we have Credit Card facilities - should you wish to avail yourself of these a 5% surcharge on the total cost will apply.

I wish to pay by credit card

Yes

Card Type:

Mastercard

Visa

Bankcard

Card Number:

Exp.Date: