# Smart and Skilled
## www.smartandskilled.nsw.gov.au

## SMART AND SKILLED UPDATE – NO. 110　　9 September 2020

### Contents

## 1. SMART AND SKILLED TARGETED PRIORITIES PREVOCATIONAL AND PART QUALIFICATIONS (TPPPQ) PROGRAM INFECTION CONTROL TRAINING STRATEGY: UPDATE

Training Services NSW has now implemented the arrangements regarding funding for the delivery of the four nationally accredited priority Infection Control Skill Sets below:

- HLTSS00064 - Infection Control Skill Set
- HLTSS00065 - Infection Control Skill Set (Retail)
- HLTSS00066 - Infection Control Skill Set (Food Handling)
- HLTSS00067 - Infection Control Skill Set (Transport and Logistics)

The call for expressions of interest (EOIs) was announced in Smart and Skilled Update No.105 (13 July 2020) and closed on 20 July 2020.

### a. Allocation of student places for the periods up to 31 December 2020

The scale of the response from Providers requesting an allocation of places across all skill sets and all regional clusters was substantial.

The Department undertook a due diligence process and allocation methodology and as a result all eligible Providers have now been offered a Provider Activity Schedule (PAS).

To maximise the public value of the PAS, the focus is on training to be delivered for the following periods:

- 5 August - 31 October 2020
- 1 November - 31 December 2020.

**b.  PAS acceptance and conditions**

For Providers who have received a PAS, please consider accepting this within 10 days of the offer to avoid the offer expiring. This acceptance can be completed through STS Online.

All necessary conditions contained in the PAS must be followed, including meeting the enrolment period requirements and the start and finish dates for the training.

Providers must submit data in accordance with the current Smart and Skilled Contract Terms and Conditions, namely clause 14.2 Frequency of Reporting, i.e. at least once every 28 days, even if no UoC Outcome Achievements have occurred.

**c.  Potential reallocation of student places**

Should the circumstances arise, for example as a result of Providers declining a PAS offer, not enrolling sufficient students against their allocation or not completing training as required, the Department will consider a reallocation of student places.

Any reallocation offer that may be made to a currently contracted Provider will be based on the consideration of criteria including but not limited to:

- a scope of registration in NSW that includes at least one of the priority Infection Control Skill Sets
- performance monitoring issues
- Provider capacity and history of provision of this training
- skill set training completion rates, and
- regional take-up and identified need.

The priority for training remains in industries such as retail, food and beverage, tourism, hospitality, cleaning, security services, transport and logistics and other sectors such as aged care and disability care.

**d.  Contact information**

Enquiries regarding the PAS offer should be directed to your local Training Services NSW Regional Office:

| Region | Email |
|---|---|
| Sydney Region | sydneyregion.TNI@det.nsw.gov.au |
| Hunter & Central Coast | hunterregion.TNI@det.nsw.gov.au |
| North Coast & Mid North Coast | northcoastregion.TNI@det.nsw.gov.au |
| New England | newenglandregion.TNI@det.nsw.gov.au |
| Western NSW | westernregion.TNI@det.nsw.gov.au |
| Riverina | riverinaregion.TNI@det.nsw.gov.au |
| Illawarra & South East NSW | illawarra.TNI@det.nsw.gov.au |

## 2. UPDATES RE: PRIORITY SKILLS SETS AVAILABLE UNDER TRAINING NEEDS IDENTIFICATION (TNI) PART QUALIFICATION FUNDING

Further to Smart and Skilled Update No. 108 (4 August 2020), the Department wishes to advise the following regarding Priority Skills Sets available under TNI part qualification funding.

### a. Amendments to Transport and Logistics Priority Skills Sets due to superseded units of competency

Three (3) UoCs which form part of Transport and Logistics – Skills Sets A, B, C, D and F, have been superseded effective 11 June 2020, as below:

| Original Unit of Competency (UoC) | Details of superseding UoC | Relevant Priority Skills Set |
|---|---|---|
| TLIF0001 - Apply chain of responsibility legislation, regulations and workplace procedures | This UoC has been superseded by and is **not equivalent to** TLIF0009 Ensure the safety of transport activities (Chain of Responsibility) | **Transport and Logistics – Skills Sets A and B** |
| TLIF0002 - Administer chain of responsibility policies and procedures | This UoC has been superseded by and is **not equivalent to** TLIF0014 - Monitor the safety of transport activities (Chain of Responsibility) | **Transport and Logistics – Skills Set C and D** |
| TLIA3024 - Organise warehouse records operations | This UoC has been superseded by and is equivalent to TLIA0016 - Organise warehouse records operations | **Transport and Logistics – Skills Set F** |

These amendments are reflected in the list of UoCs for the relevant Priority Skills Sets, as at **Appendix A**.

### i. Availability for delivery

The Department recognises that, whilst ASQA will in most cases automatically update an RTO's scope of registration to include equivalent superseding UoCs (TLIA0016), in the case of non-equivalent superseding UoCs (TLIF0014 and TLIF0009), providers are required to apply to ASQA for the replacement to be added to their scope of registration. Therefore, whilst the superseding UoCs are now available as part of the above Transports and Logistics Priority Skills Sets, providers who have the superseded UoCs on scope may continue to apply to deliver the superseded UoCs, on condition that prescribed teach out periods can be met.

### b. Traffic Control Priority Skills Sets – units of competency now available

Two units of competency (UoCs) listed under the Traffic Control Priority Skills Sets, RIIWHS206 *Control traffic with portable traffic control devices and temporary traffic signs* and RIIWHS303 *Position, set up and program portable traffic control devices*, were not previously available for selection when submitting a TNI application.

Please note that this has been corrected and the units concerned are now available in the online TNI application.

## 3. PARTICIPANTS SOUGHT FOR ONLINE SURVEY ON AVAILABILITY OF PROFESSIONAL DEVELOPMENT FOR VET PRACTITIONERS

Dandolopartners has been contracted by the Commonwealth Department of Education Skills and Employment to research the availability of professional development for VET practitioners and is seeking trainers and assessors and managers of trainers and assessors to participate in an online survey which is currently open and will **close at 5pm on Wednesday, 16 September 2020**.

The link to the survey can be found at: https://dandolopartners.syd1.qualtrics.com/jfe/form/SV_9M3X5kKPII1qW2h

### a. Survey details

- Participants can complete the survey at any time until the closing date and time.

- It will take approximately 5 -10 minutes to complete online.

- The survey seeks to collect information about professional development that is currently available, how it supports trainers and assessors to do their work, and what barriers may be preventing them from participating in professional development sessions.

- The responses will be summarised and included in a report to the Department of Education, Skills and Employment in an aggregated way and will be anonymous.

- The responses will not be affiliated with the individual or their organisation.

- If you would like to know more about the evaluation, please email surveys@dandolo.com.au.


For any technical support in relation to this update, contact Training Market Customer Support at Training.Market@det.nsw.edu.au.

*Please note that this update is for the information of approved Smart and Skilled providers only. If providers require further information for students or employers, please contact Training Market Customer Support, as above, unless otherwise instructed.*

# APPENDIX A

## Amended listing of Priority Skills Sets

# APPENDIX A

## Revised Listing of Priority Skills Sets

### Regions – Statewide

The Priority Skills Sets listed below are available for delivery statewide:

#### Individual UoC available for standalone delivery

This unit applies to workers in varied disability contexts:

| | |
|---|---|
| CHCDIS007* | Facilitate the empowerment of people with disability* |

\*   Assessment requirements state assessment should occur in the workplace.

#### In response to COVID-19

| | |
|---|---|
| BSBWHS307 | Apply knowledge of WHS laws in the workplace |
| BSBWHS631 | Apply occupational hygiene principles to manage WHS risks |

#### Agriculture

| Agriculture | |
|---|---|
| AHCCHM304 | Transport and store chemicals |
| AHCCHM307 | Prepare and apply chemicals to control pest, weeds and diseases |

#### Chainsaw Training

| Chainsaw Training* | |
|---|---|
| FWPCOT2237 | Maintain chainsaws |
| FWPCOT2238 | Cut materials with a hand-held chainsaw |
| FWPCOT2239* | Trim and cut felled trees* |
| AHCMOM213* | Operate and maintain chainsaws* |

\*   **Please note re: Assessment conditions for FWPCOT2239 and AHCMOM213:** Assessment should occur in the workplace or within a simulated environment that accurately reflects performance in a real workplace setting.

#### Civil Construction

| Civil Construction – Skills Set A | |
|---|---|
| RIISAM204D | Operate small plant and equipment |
| RIICCM201D | Carry out measurements and calculations |
| RIICCM203D | Read and interpret plans and specifications |
| RIICCM206D | Support plant operations |
| RIIRIS201D | Conduct local risk control |

| Civil Construction – Skills Set B* | |
|---|---|
| RIIWHS204D* | Work safely at heights* |

\*   This unit is recommended for delivery in conjunction with RIIMPO337E - *Conduct articulated haul truck operations.*

| Civil Construction – Skills Set C | |
|---|---|
| RIICCM201D | Carry out measurements and calculations |
| RIICCM203D | Read and interpret plans and specifications |
| RIIRIS201D | Conduct local risk control |

| Resources and Infrastructure | |
|---|---|
| RIIRTM203D | Work as a safety observer/spotter |

## Cleaning

| Cleaning | |
|---|---|
| CPPCLO2032 | Plan basic cleaning activities |
| CPPCLO2018 | Sort, remove and recycle waste material |
| CPPCLO2036 | Maintain external surfaces |
| CPPCLO2034 | Maintain storage area and cleaning equipment |

## Fencing

| Fencing* | |
|---|---|
| RIICCM211D* | Erect and dismantle temporary fencing and gates* |
| AHCINF202 | Install, maintain and repair farm fencing |
| AHCINF303 | Plan and construct conventional fencing |

\*   **Please note re: Assessment conditions for RIICCM211D:** Assessments may occur in a simulated environment provided it is realistic and sufficiently rigorous.

## Forestry

| Forestry – to support replanting | |
|---|---|
| FWPFGM2201 | Collect seed |
| FWPFGM2203 | Plant trees by hand |
| FWPFGM2202 | Prepare seedbed |

## Foundation Skills

Each Foundations Skills Priority Skills Set is shown with the current UoCs and then the equivalent, superseded Foundation Skills UoCs in italics underneath. Providers who have these equivalent, superseded Foundation Skills UoCs on scope may apply to deliver the superseded units instead if prescribed teach out periods can be met.

| Foundation Skills – Literacy/Numeracy (Current UoCs) | |
| --- | --- |
| FSKWTG006 | Write simple workplace information |
| FSKRDG007 | Read and respond to simple workplace information |
| FSKNUM009 | Use familiar and simple metric measurements for work |
| FSKNUM008 | Use whole numbers and simple fractions, decimals and percentages for work |
| *Foundation Skills – Literacy/Numeracy (Equivalent Superseded UoCs)\** | |
| *FSKWTG06* | *Write simple workplace information* |
| *FSKRDG07* | *Read and respond to simple workplace information* |
| *FSKNUM09* | *Identify, measure and estimate familiar quantities for work* |
| *FSKNUM08* | *Identify and use whole numbers and simple fractions, decimals and percentages for work* |

\*    These are the equivalent, superseded Foundation Skills UoCs which providers may apply to deliver if on scope and prescribed teach out periods can be met.

| Foundation Skills – Prepare for Vocational Training (Current UoCs) | |
| --- | --- |
| FSKLRG008 | Use simple strategies for work-related learning |
| FSKDIG002 | Use digital technology for routine and simple workplace tasks |
| FSKWTG005 | Write simple workplace formatted texts |
| FSKRDG007 | Read and respond to simple workplace information |
| *Foundation Skills – Prepare for Vocational Training (Equivalent Superseded UoCs)\** | |
| *FSKLRG08* | *Use simple strategies for work-related learning* |
| *FSKDIG02* | *Use digital technology for simple workplace tasks* |
| *FSKWTG05* | *Complete simple workplace formatted texts* |
| *FSKRDG07* | *Read and respond to simple workplace information* |

\*    These are the equivalent, superseded Foundation Skills UoCs which providers may apply to deliver if on scope and prescribed teach out periods can be met.

| Foundation Skills – Literacy (Current UoCs) | |
|---|---|
| FSKWTG006 | Write simple workplace information |
| FSKRDG007 | Read and respond to simple workplace information |
| FSKWTG005 | Write simple workplace formatted texts |
| FSKRDG005 | Read and respond to simple and familiar workplace procedures |
| *Foundation Skills – Literacy (Equivalent Superseded UoCs)\** | |
| *FSKWTG06* | *Write simple workplace information* |
| *FSKRDG07* | *Read and respond to simple workplace information* |
| *FSKWTG05* | *Complete simple workplace formatted texts* |
| *FSKRDG05* | *Read and respond to simple workplace procedures* |

\*   These are the equivalent, superseded Foundation Skills UoCs which providers may apply to deliver if on scope and prescribed teach out periods can be met.

| Foundation Skills - Trade Preparation (Current UoCs) | |
|---|---|
| FSKLRG008 | Use simple strategies for work-related learning |
| FSKRDG005 | Read and respond to simple and familiar workplace procedures |
| FSKNUM009 | Use familiar and simple metric measurements for work |
| FSKNUM008 | Use whole numbers and simple fractions, decimals and percentages for work |
| *Foundation Skills – Trade Preparation (Equivalent Superseded UoCs)\** | |
| *FSKLRG08* | *Use simple strategies for work-related learning* |
| *FSKRDG05* | *Read and respond to simple workplace procedures* |
| *FSKNUM09* | *Identify, measure and estimate familiar quantities for work* |
| *FSKNUM08* | *Identify and use whole numbers and simple fractions, decimals and percentages for work* |

\*   These are the equivalent, superseded Foundation Skills UoCs which providers may apply to deliver if on scope and prescribed teach out periods can be met.

## Health

| Health – Entry level | |
|---|---|
| CHCCOM005 | Communicate and work in health or community services |
| CHCDIV001 | Work with diverse people |
| HLTWHS001 | Participate in workplace health and safety |

| Health – Upskilling | |
|---|---|
| CHCCCS002 | Assist with movement |
| CHCCCS020 | Respond effectively to behaviours of concern |
| CHCCCS026 | Transport individuals |
| HLTAIN001 | Assist with nursing care in an acute care environment |
| HLTAIN002 | Provide non-client contact support in an acute care environment |

## Health and Community Services

| Health and Community Services – Skills Set A | |
|---|---|
| HLTWHS002 | Follow safe work practices for direct client care |
| CHCLEG001 | Work legally and ethically |
| CHCCOM005 | Communicate and work in health or community services |

| Health and Community Services – Skills Set B | |
|---|---|
| **Disability Care** | |
| HLTWHS002 | Follow safe work practices for direct client care |
| CHCLEG001 | Work legally and ethically |
| CHCCOM005 | Communicate and work in health or community services |
| CHCDIS007 | Facilitate the empowerment of people with disability |

| Health and Community Services – Skills Set C | |
|---|---|
| CHCCCS015 | Provide individualised support |
| HLTWHS002 | Follow safe work practices for direct client care |

## Horticulture

| Horticulture | |
|---|---|
| FWPCOR2203 | Follow environmental care procedures |
| FWPCOR2205 | Follow WHS policies and procedures |
| FWPCOT3252 | Use environmental care procedures to undertake fire salvage operations |

## Hospitality

| Hospitality (linked to Aged Care sector) | |
|---|---|
| SITXFSA001 | Use hygienic practices for food safety |
| SITXFSA002 | Participate in safe food handling practices |

| Hospitality – Skills Set A | |
|---|---|
| **Food Safety and Hygiene** | |
| SITXFSA001 | Use hygienic practices for food safety |
| SITXFSA003 | Transport and store food |
| SITHCCC004 | Package prepared foodstuffs |

| Hospitality – Skills Set B | |
|---|---|
| **Financial Skills** | |
| SITXFIN002 | Interpret financial information |
| SITXFIN003 | Manage finances within a budget |
| BSBITU212 | Create and use spreadsheets |

| Hospitality – Skills Set C | |
|---|---|
| **Supervision and Leadership Skills** | |
| SITXHRM001 | Coach others in job skills |
| SITXHRM003 | Lead and manage people |
| TAEDEL404 | Mentor in the workplace |

## Laboratory Operations

Available for standalone delivery:

| HLTPAT003 | Perform capillary blood collections |
|---|---|
| MSL974030 | Process body fluid specimens using a point of care testing device |

## Manual Handling

| Manual Handling* | |
|---|---|
| TLID1001 | Shift materials safely using manual handling methods |
| FBPOPR1010* | Carry out manual handling tasks* |
| MEM11011* | Undertake manual handling* |

\*    **Please note re: Assessment conditions for FBPOPR1010 and MEM11011:** Assessment must occur in a sufficiently rigorous simulated environment that reflects realistic operational workplace conditions.

## Plant Operations

| Plant Operations* | |
|---|---|
| RIISAM204D* | Operate small plant and equipment* |
| RIISAM203D* | Use hand and power tools* |
| RIIWHS204D* | Work safely at heights* |
| TLILIC0005* | Licence to operate a boom-type elevating work platform (boom length 11 metres or more)* |

\*    **Assessment conditions for all above UoCs:** assessments for these units of competency may occur in a simulated environment provided it is realistic and sufficiently rigorous.

### Plant Operations and Licensing*

**These UoCs can be delivered as single units**. However, these units alone do not provide sufficient skill to independently load and unload equipment. To perform the listed activities safely, personnel must either complete or be assisted by someone who has completed RIIHAN308F - *Load and Unload Plant* or equivalent.'

Therefore, to maximise the outcomes for participants, the individual UoCs should ideally be delivered in conjunction with other training, for example, RIIHAN308F - *Load and Unload Plant*, manual handling, hand and power tools.

| | |
|---|---|
| RIIMPO317F* | Conduct roller operations* |
| RIIMPO321F* | Conduct civil constructions wheeled front end loader operations* |
| RIIMPO318F* | Conduct civil construction skid steer loader operations* |
| RIIMPO320F* | Conduct civil construction excavator operations* |
| RIIMPO337E* | Conduct articulated haul truck operations* |

\*    **Assessment conditions for all above UoCs:** Simulated work environment MUST be work-like (closely resemble the real work place in its function and operation and provides access to a broad range of related experiences and scenarios).

### Tool Handling

| Tool Handling | |
|---|---|
| CPCCCM2005B | Use construction tools and equipment |
| CPCCCM2007 | Use explosive power tools |

### Traffic Control

| Traffic Control* | |
|---|---|
| RIIWHS201D* | Work safely and follow WHS policies and procedures* |
| RIICOM201D* | Communicate in the workplace* |
| RIIWHS205E* | Control traffic with a stop-slow bat* |
| RIIWHS206* | Control traffic with portable traffic control devices and temporary traffic signs* |

\*    The UoCs for this skills set match those required by SafeWork NSW for a Traffic Controller course. Note that for participants to obtain a SafeWork NSW Traffic Control Work Training (TCWT) card, training and assessment must be carried out by a SafeWork NSW approved training provider (see https://www.safework.nsw.gov.au/licences-and-registrations/licences/traffic-controller-training/traffic-control-training-course-overview).

**Available for standalone delivery:**

| | |
|---|---|
| RIIWHS303* | Position, set up and program portable traffic control devices* |

\*    The unit RIIWHS303 forms part of the Implement traffic control plans course requirements set by SafeWork NSW.

## Transport and Logistics

As of 11 June 2020, some UoCs in Transport and Logistics – Skills Sets A, B, C, D and F, have been superseded. Where this is the case, the superseded UoCs have been highlighted and details of the superseding UoCs shown directly underneath in the tables below. Providers who have the superseded UoCs on scope may continue to apply to deliver the superseded UoCs, on condition that prescribed teach out periods can be met.

| Transport and Logistics – Skills Set A | |
|---|---|
| **New Entrant Drivers** | |
| TLIF2010 | Apply fatigue management strategies |
| TLIF0001* | Apply chain of responsibility legislation, regulations and workplace procedures* |
| *\* This UoC has been superseded by and is not equivalent to:* | |
| TLIF0009 | Ensure the safety of transport activities (Chain of Responsibility) |
| TLIA1001 | Secure cargo |
| TLID2004 | Load and unload goods/cargo |
| TLIF0005 | Apply a fatigue risk management system |

| Transport and Logistics – Skills Set B | |
|---|---|
| **Existing Drivers** | |
| TLIF2010 | Apply fatigue management strategies |
| TLIF0001* | Apply chain of responsibility legislation, regulations and workplace procedures* |
| *\* This UoC has been superseded by and is not equivalent to:* | |
| TLIF0009 | Ensure the safety of transport activities (Chain of Responsibility) |
| TLIA1001 | Secure cargo |
| TLIC3037 | Apply safe heavy vehicle driving behaviours |
| TLIF0005 | Apply a fatigue risk management system |

| Transport and Logistics – Skills Set C | |
|---|---|
| **New Supervisors/Managers** | |
| TLIF0002* | Administer chain of responsibility policies and procedures* |
| *\* This UoC has been superseded by and is not equivalent to:* | |
| TLIF0014 | Monitor the safety of transport activities (Chain of Responsibility) |
| TLIA4005 | Check and evaluate records and documentation |
| TLIA4032 | Organising transport of freight or goods |
| TLIL4010 | Assess and confirm customer transport requirements |

| TLIF0006 | Administer a fatigue risk management system |
|---|---|

| **Transport and Logistics – Skills Set D** | |
|---|---|
| **Existing Supervisors/Managers** | |
| TLIF0002* | Administer chain of responsibility policies and procedures* |
| *This UoC has been *superseded by and is *not* equivalent to:** | |
| TLIF0014 | Monitor the safety of transport activities (Chain of Responsibility) |
| TLIF3013 | Coordinate breakdowns and emergencies |
| TLIP4039 | Monitor transport operations |
| TLIF0006 | Administer a fatigue risk management system |

| **Transport and Logistics – Skills Set E** | |
|---|---|
| **New Entrant - Warehousing** | |
| TLIA2013 | Receive goods |
| TLID1001 | Shift materials safely using manual handling methods |
| TLIA2012 | Pick and process orders |

| **Transport and Logistics – Skills Set F** | |
|---|---|
| **Existing Workers - Warehousing** | |
| TLIA3024* | Organise warehouse records operations* |
| *This UoC has been *superseded by and is equivalent to:** | |
| TLIA0016 | Organise warehouse records operations |
| TLIF3003 | Implement and monitor work health and safety procedures |
| TLIJ3002 | Apply quality systems |
| TLIG4005 | Organise transport workload |

## Workplace Health and Safety

| **Workplace Health and Safety (WHS)** | |
|---|---|
| BSBWHS631 | Apply occupational hygiene principles to manage WHS risks |
| BSBRSK401 | Identify risk and apply risk management processes |
| BSBWHS401 | Implement and monitor WHS policies, procedures and programs to meet legislative requirements |