Changes to Risk Management Training

Background
The purpose of this memo is to provide you with an update on the changes to Risk Management training. Improvements to how the University delivers OHS Risk Management training was identified by a review team as an extension to the current UQ Safe – Risk Project Control Group. The review identified the existing training would require significant modification with the implementation of the new UQ Safe – Risk Database in 2017.

The existing training as represented on the OHS Risk Management webpage is as follows:

<table>
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<th>Training &amp; Information</th>
<th>Resources</th>
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<tbody>
<tr>
<td>Online Risk Management Training Module</td>
<td>training module</td>
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<tr>
<td>Risk Management Database Instructional Training Videos</td>
<td>training videos</td>
</tr>
<tr>
<td>Staff Development Risk Database Training Course</td>
<td>register for training</td>
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</table>

The review recommended several enhancements to the delivery of OHS Risk Management Training.

Enhancements to OHS Risk Management Training
The following recommendations were made and accepted:

- All references should be made to OHS Risk Management (as the term “risk management” can be used more broadly).
- Enhance OHS Risk Management information in the OHSB08--General Workplace Safety Training.
- Enhance OM0008-OHS for Supervisors & Managers Staff Development Course to include an OHS Risk Management Facilitated Workshop.
- Remove the online OHSB05--Risk Management Training.
- Replace the existing Risk Management Database Instructional Training Videos with UQ Safe – Risk Tutorial Videos covering:
  - How to complete a risk assessment (general task)
  - How to complete a risk assessment (task involving use of chemicals/biologicals)
  - How to approve a risk assessment
  - How to peer review a risk assessment
  - How to audit a risk assessment

Please note: The Online OHSB05--Risk Management Training Module is replaced by the tutorial video which provides the viewer with both OHS Risk Management theory, OHS Risk Management procedural information and guidance for using the electronic database system (UQ Safe – Risk).

Implementation:

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