

# HLTWHS005 – Conduct manual tasks safely



## Overview

This course provides the skills and knowledge required to recognise potentially hazardous manual tasks, preparing for then completing those tasks in a safe manner. Suitable for all workers involved in Manual Handling tasks in the health care sector.

## Duration

- Pre-course theory – consisting of reading & theory assessment (approx. 2-3 hours)
- 1 day/ 5 hours (Face to Face)  
9:00am to 2:30pm

## Assessment

Theory Assessment  
Practical Assessment

## Entry Requirements

Participants **MUST**:

- Be at least 16 years of age
- Be an Australian/New Zealand Citizen or hold an eligible VISA
- Have the ability to read, write, understand and communicate with basic English.
- Have the physical ability to perform specific practical skills such as repositioning a person with a slide sheet and manoeuvring a mechanical lifter with a person in it.

## Course Fees

- \$150.00 (GST exempt)
  - \$20.00 (GST exempt) with a valid CITB
- Courses must be paid for on booking unless alternative arrangements have been made. Training will not be confirmed until payment has been received

## Content

- Identify manual tasks involving risk
- Prepare for manual tasks
- Complete manual tasks
- Contribute to Safe Work practices

## Learner Requirements

- Provide your Unique Student Identifier (USI). To apply for a USI go to <https://www.usi.gov.au/your-usi/create-usi>
- Provision of Australian legal photo identification for enrolment purposes.

## PPE (Personal Protective Equipment)

To be supplied by participant:

- Suitable modest attire; and
- Closed in shoes

## Outcome

On successful completion of all requirements of this course, learners will be issued with:

- 1) A Statement of Attainment for HLTWHS005 – Conduct manual tasks safely

## Delivery Locations

- Port Adelaide
- Lonsdale

*In addition to the courses scheduled at the above locations ATEC can also deliver training at your work site. Contact us for more information.*

## Pre-enrolment information

Important information for prospective students in regards to ATEC Policies is available at <https://atec.asn.au/train-with-atec/pre-enrolment-information>

## How to apply

Applications and enquiries can be made:

- Online – [atec.asn.au](https://atec.asn.au)
- Email – [bookings@atec.asn.au](mailto:bookings@atec.asn.au)
- **Call ATEC on 1300 112 832**

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### Ottoway

275 Grand Junction Road, Ottoway  
South Australia 5013

### Lonsdale

5 Refinery Road, Lonsdale  
South Australia 5160

### Port Adelaide

12 Todd Street, Port Adelaide  
South Australia 5015