

# PUA60112 ADVANCED DIPLOMA OF PUBLIC SAFETY (EMERGENCY MANAGEMENT)

## COURSE OVERVIEW – DISTANCE LEARNING OPTION

The PUA60112 Advanced Diploma of Public Safety (Emergency Management) is a nationally recognised qualification which addresses both the planning for, and the management of major risks. Major risks may arise from the interaction of hazards (such as fire, flood, severe storm, oil spills) with communities and organisations. The planning and management of such risks in a multi-organisational activity is a focus throughout the course. The designing and management of exercises to prepare communities/organisations for hazards is addressed. This course will focus on the core aspects of:

- facilitating an emergency risk assessment
- facilitating emergency planning processes
- determining treatment options
- managing and delivering recovery functions and services
- designing, managing and evaluating emergency management exercises
- managing and evaluating emergency management exercises
- coordinating resources for a multi-agency incident
- developing and maintaining business continuity plans and
- liaising with organisations and working in an emergency management context.

This is a nationally recognised qualification.

## UNITS OF STUDY

The PUA60112 Advanced Diploma of Public Safety (Emergency Management) qualification via distance learning (not online learning) comprises of 8 core and 4 elective units, and which are categorised into the following 4 modules:

### Module 1 (2 units):

- PUAEMR009B Facilitate emergency risk assessment
- PUAEMR012B Determine treatment options

### Module 2 (1 unit):

- PUAEMR021A Facilitate emergency planning processes

### Module 3 (3 units):

- PUAEMR030 Manage and evaluate emergency management exercises
- PUAEMR031 Design emergency management exercises
- PUAMAN005B Manage projects or PUACOM009B Manage media requirements at major incident (see Entry Requirements below for more information)

#### Module 4 (4 units):

- BSBCON601B Develop and maintain business continuity plans
- PUAEMR014A Deliver recovery services
- PUAEMR017A Manage recovery functions and services
- PUAOPE017A Coordinate resources for a multi-agency incident

The completion of all 4 modules above will also allow you to be assessed for competency in the following 2 units:

- PUAEMR018A Work in an emergency management context
- PUACOM007B Liaise with other organisations

#### **MODE OF STUDY**

This is a distance learning option for students who wish to go at their own pace of study. Students enrol by module (not units), and pay per module or altogether. Completion of the modules need to be completed in order (Module 1 first, then through to 4) as this facilitates prior learning. Students will receive their workbooks and materials via a USB once their enrolment has been processed.

Please note this course is only suitable for those who are wanting to complete all the requirements to obtain a full Advanced Diploma. That is, completing Module 1 units will not entitle you to be assessed for competency in those two units until all Modules have been completed as the assessments within this training course is clustered across Modules. Therefore if you choose to undertake Module 1 and then decide not to progress further to other modules, you would not be issued a Statement of Attainment for these two units. All the knowledge and skills are taught throughout the course/modules, which means all units completed and assessed as competent will be listed at the end of course completion in your certificate and testamur.

#### **ASSESSMENTS**

Assessments will comprise primarily of written assignments (both case-study and workplace) as well as two practical observations which will require your attendance in person or access to Skype so you can be assessed on-line. There will also be a practical assessment where you organise yourself to be videoed and this footage will need to be submitted. Students will have 12 months from the time of enrolment to complete their assessments for each module (eg Module 1 requires 12 months to complete the assessments; Module 2 requires 12 months to complete each assessment and so forth). Students will not be provided module material until the previous module has been successfully completed (note if you enrol and pay for all 4 modules at the same time, you will have up to 4 years to complete your qualification).



## ENTRY REQUIREMENTS

This course is intensive and you will be asked to complete a brief pre-entry assessment to determine your suitability to complete this training course. It is important that learners wishing to complete this course are mature aged students who have emergency management responsibilities within their workplace or volunteer role. Additionally, learners also need to be mature aged students who have completed secondary schooling and/or completed other qualifications.

For students who wish to do this course for use within the fire sector, they must hold the pre-requisite unit for PUAMAN005B Manage Projects which is PUATEA003B Lead, manage and develop teams. Otherwise, they will undertake PUACOM009B Manage media requirements at major incident.

In addition, distance learning has its own challenges due to the isolation of the learning environment. Therefore, we emphasise that distance learning is best suited to those students who:

- are capable of being independent learners and are self-motivated to seek, read, research and learn materials on their own accord;
- possess significant industry experience, knowledge and contacts within the emergency management field;
- have access to technological resources such as a computer, internet access, video camera, Skype (if applicable) and a printer;
- wish to go at their own pace of study without the pressures of enrolling in all units of the qualification at the same time.

Alternatively, FutureWest Institute provides an intensive 10-day classroom option (with post course assessments up to 12 months) which is held in Perth annually in November for those wishing to attend the in-class option. Please enquire about this option as prices may differ.

## STUDENT SUPPORT

You will be supported by an experienced and knowledgeable instructor with industry relevance and skills. You will have access to your learning support person via email and phone support Monday – Friday 8am-5pm WST. You will also be provided feedback when you meet your instructor via face-to-face or Skype during your practical assessments.

## LEARNING NEEDS AND REQUIREMENTS

FutureWest Institute endeavours to support all suitable students to complete this qualification. Please advise prior to course enrolment if you require additional learning supports or requirements so we are able to assess and accommodate your needs.

## CONTACT US

Please contact us if you would like further information about this qualification:

E: [james@futurewest.com.au](mailto:james@futurewest.com.au) or [ming@futurewest.com.au](mailto:ming@futurewest.com.au)

M: 0421 110 573 or 0401 679 988

W: [www.futurewest.com.au](http://www.futurewest.com.au)

P: PO Box 176 FLOREAT WA 6014