

Pre-Training Assessment Checklist

Vocational certificate/competency: BSBWHS406A		
Checklist components	Content	Completed
<p><i>The trigger words in the competency have been identified.</i></p> <p><i>They are:</i></p>	<p>Apply (reading)</p> <p>Identify (reading)</p> <p>Assist (learning)</p> <p>Communicate (writing)</p> <p>Collecting (reading)</p>	✓
<p><i>The transferable skills in the competency have been identified.</i></p> <p><i>They are:</i></p>	<p>Problem solving</p> <p>Career planning</p>	✓
<p><i>The ACSF alignment for the identified core skills is:</i></p>	<p>Reading: 3.03/3.04</p>	✓
<p><i>Relevant ACSF performance features of the level indicators have been considered in the assessment design.</i></p> <p><i>They are:</i></p>	<p>Works independently and uses own familiar support resources.</p> <p>Range of familiar contexts, some less familiar contexts, some specialisation in familiar/known contexts.</p> <p>Routine texts, may include some unfamiliar elements, embedded information and abstraction, includes some specialised vocabulary.</p> <p>Tasks involving a number of steps, processes including sequencing, integrating, interpreting, simple extrapolating, simple inferencing, simple abstracting.</p>	✓
<p><i>The assessment has been contextualised in line with vocational requirements by:</i></p>	<p>Relating tasks to:</p> <ul style="list-style-type: none"> • Reading WHS information • Identifying causes and solutions to problems 	✓
<p><i>Further considerations:</i></p>	<p><i>A variety of assessment methods has been considered.</i></p> <p><i>An appropriate text or scenario has been selected.</i></p> <p><i>The pre-training assessment is relevant to the learner/workplace.</i></p> <p><i>The assessment allows learners to demonstrate transferable skills.</i></p> <p><i>The assessment does not assess more than what is required.</i></p> <p><i>Sufficient time has been allocated for the assessment.</i></p> <p><i>An appropriate location has been selected for the assessment.</i></p> <p><i>The assessment enables the collection of the required evidence.</i></p> <p><i>Criteria for making a judgement on the evidence collected are clear.</i></p> <p><i>Feedback has been received from a foundation skills specialist.</i></p>	