



EML Group Learning - 1st Quarter, 2024 Course List



		Health, Safety and Wellbeing	Workers Compensation	Mental Health
Bullying and Harassment in the Workplace	(Mis)behave with Dave	Preparing for and Managing Occupational Violence and Aggression in the Workplace	Injury Management and Prevention for Leaders	
Bullying and Harassment for Leaders in the Workplace	Introduction to Health and Safety in the Workplace	Return to Work Coordination - Part 1 (Creating the Right Culture)	Workplace Ergonomics	
Manual Tasks for Workers	Covid-safe Workplace	Return to Work Coordination - Part 2 (NSW Legislation)	Privacy in Practice	
Risk Management of Psychosocial Hazards	First Appointment Videos	Return to Work Coordination - Part 3 (The TW Process)	Work Health and Safety Harmonisation	
Duty of Care for Workers	Keeping Workers Safe when Working from Home	SA Income Support	Duty of Care for Leaders	
Work Health and Safety Fundamentals	Armed Robbery Safety Awareness (HII)	SA Workers Compensation Essentials	Workplace Drug and Alcohol Awareness	
Sexual Harassment (NEW)	Injury Management and Prevention	VIC Weekly Benefits	Contractor Induction	
Conflict Resolution in the Workplace	Preparing for and Managing Occupation Violence and Aggression in Aged Care	VIC Workers Compensation Essentials	Managing Psychological Conditions in the Workplace	
Managing Risk in the Workplace	Preparing for and Managing Occupation Violence and Aggression in Health Care	NSW Weekly Benefits	Approaching an employee you are concerned about	
Managing Risk in the Workplace for Leaders	Preparing for and Managing Occupation Violence and Aggression in Retail	NSW Workers Compensation Essentials		

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Health, Safety and Wellbeing	
Bullying and Harassment in the Workplace	This course is crafted to address and mitigate the potential risks of bullying and harassment within the workplace. The course's primary focus is on cultivating a positive and respectful work environment while actively preventing and addressing negative behaviours in accordance with Australian Legislation.
Bullying and Harassment for Leaders in the Workplace	This course is designed to equip leaders with a clear understanding of workplace bullying and harassment with focus on effective prevention and management strategies. Managers and supervisors will acquire the necessary tools and knowledge to create a safer workplace for their employees.
Manual Tasks for Workers	The course covers risk factors associated with a wide range of hazardous manual tasks, emphasising physical risks and identifying an organisation's work health and safety responsibilities. This course will give you the ability to effectively identify hazards and implement safe techniques to minimise the risk of injury.
Risk Management of Psychosocial Hazards	This course showcases the potential impact these hazards can have on individuals within a workplace and focuses on strategies to effectively eliminate or minimise the associated risks. Gain insights into recognising, addressing, and mitigating psychosocial hazards, fostering a safer and healthier work environment.
Duty of Care for Workers	This course is geared towards enabling participants to identify hazards and risks while implementing and upholding safe work practices. Individuals will the knowledge and skills necessary to recognise their duty of care obligations in the workplace.
Work Health and Safety Harmonisation	This course has been developed to provide the learner with an introduction to work health and safety harmonisation, as well as some of the key requirements of the model WHS legislation.
Sexual Harassment (NEW)	This course is designed to mitigate the risk of sexual harassment in the workplace. It emphasises fostering positive behaviours in accordance with Australian legislation, promoting a culture of safety and compliance in the workplace. This course should assist you to effectively identify types of sexual harassment and implement strategies to prevent and manage sexual harassment incidents.

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Conflict Resolution in the Workplace	This course delves into conflict triggers, risk assessment, strategic approaches, and the importance of effective communication. By engaging in this course, individual will gain practical insights into managing conflict situations and fostering a more harmonious and communicative workplace.
Managing Risk in the Workplace	This course is designed to offer you a comprehensive understanding of risk, its management within the workplace, and your pivotal role in mitigating risks to workers health and safety. This course delves into the fundamental concept of risk, its workplace management, and emphasises your responsibility in reducing risks, fostering a safer workplace environment.
Managing Risk in the Workplace for Leaders	This course is designed to offer you a comprehensive understanding of risk, its management within the workplace, and specifically, your role as a leader in mitigating risks to health and safety of your employees.
(Mis)behave with Dave	This course consists of a series of entertaining and informative videos and resources to help managers and supervisors gain an understanding of workplace culture and what can be done to reduce the risk of mental injury in the workplace.
Introduction to Health and Safety in the Workplace	This course focuses on equipping participants with comprehensive insights into workplace risk management processes, encompassing hazard identification, and effective solution strategies. By engaging in this course, you will gain knowledge about what to anticipate in a safe work environment, fostering a culture of safety and awareness.
Keeping Workers Safe when Working from Home	Welcome to our Keeping Workers Safe when Working from Home - For Managers and Supervisors course tailored to provide support and guidance in maintaining the well-being and safety of employees working from home.
First Appointment Videos	Welcome to this three-part video series designed to assist injured workers in understanding what to anticipate during their initial appointments with a psychologist, psychiatrist, or exercise physiologist. These videos aim to mentally and physically prepare individuals for commencing treatment with these professionals.

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Health, Safety and Wellbeing	
Preparing for and Managing Occupation Violence and Aggression in Retail / in the Workplace / in Aged Care / in Health Care.	This training has been designed by registered psychologists, with recognition that OVA is non-linear in nature and as such requires a flexible approach. This course delivered for Retail/ in the Workplace /in Aged Care /in Health Care, will provide the learner with additional strategies to utilise in preparation for, during, and after an aggressive interaction. The training is broken up into the following three sections: Pre incident i.e. preparation, self-awareness and common triggers During incident i.e. cognitive and behavioural strategies Post incident i.e. supports, self-care and reporting.
Return to Work Coordination - Part 1 (Creating the Right Culture)	This is the first part in a series of three courses designed to inform NSW Return to Work Coordinators about their roles and responsibilities in supporting injured workers return to work and recover from a workplace injury.
Return to Work Coordination - Part 2 (NSW Legislation)	This is the second part in a series of three courses designed to inform NSW Return to Work Coordinators about their roles and responsibilities in supporting injured workers return to work and recover from a workplace injury.
Return to Work Coordination - Part 3 (The TW Process)	This is the third part in a series of three courses designed to inform NSW Return to Work Coordinators about their roles and responsibilities in supporting injured workers return to work and recover from a workplace injury.
Injury Management and Prevention For Leaders	This course encompasses workplace injury management, the initial response, roles in assisting injured workers, reporting procedures, and the formulation of a comprehensive return to work plan. By participating in this course, managers and supervisors will acquire insights into their role in the injury management process, ensuring a structured and supportive approach to handling workplace injuries.

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Health, Safety and Wellbeing	
Workplace Ergonomics	This course encompasses insights into effective workspace setups, fostering good working habits, and addressing essential ergonomic factors. By engaging in this course, participants will gain valuable knowledge to create a conducive and safe office environment, promoting productivity and well-being while emphasising optimal working practices.
Privacy in Practice	This course outlines employee privacy rights and essential steps to safeguard your own and others' privacy. By engaging in this course, participants will gain valuable insights into upholding privacy standards, fostering a more secure and respectful work environment.
Duty of Care for Leaders	Welcome to our Duty of Care for Leaders course, designed to equip managers and supervisors with an overview and understanding of how to fulfill their duty of care in maintaining the health and safety of the workplace.
Workplace Drug and Alcohol Awareness	This course offers detailed insights into the effects of alcohol and drugs, highlighting associated health and safety risks, as well as outlining testing and screening procedures. By engaging in this course, participants will gain valuable knowledge to address and manage alcohol and drug-related issues in the workplace, fostering a safer and more informed environment.
Contractor Induction	The Contractor Induction course is designed to offer learners a fundamental understanding of work health and safety requirements, risk management strategies, and injury prevention techniques in the workplace. This course allows participants to gain crucial knowledge to navigate and implement essential safety measures, fostering a safer and more secure working environment.
Armed Robbery Safety Awareness (HII)	Designed to equip learners with tools and knowledge to ensure safety during a robbery situation. This course delves into recognising warning signs, emergency and security procedures, and the correct protocols for reporting incidents.
Injury Management and Prevention	This course delves into the steps to take in case of work-related injury, covering various types of workplace injuries, effective prevention strategies, and a detailed plan for a safe and efficient return to work.
Covid-Safe Workplace	Welcome to our Covid-safe Workplace course designed to promote workplace safety against COVID-19 by facilitating risk minimisation behaviours amongst workers.

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Workers Compensation	
SA Income Support	Developed for Return to Work Coordinators, Workers Compensation Managers, Payroll Managers, and any others that are involved in managing workers compensation claims under the SA workers compensation scheme. Activities including; the calculation of average weekly earnings, the payment of income support to injured workers, and the reimbursement to employers for income support payments they have made.
SA Workers Compensation Essentials	This course aims to provide an overview of the SA workers compensation scheme (the scheme), how it operates, the stakeholders involved, how it is funded, the process for responding to workplace injuries, paying income support benefits, supporting the worker's return to work and managing medical treatment and rehabilitation services.
VIC Weekly Benefits	Developed for Return to Work Coordinators, Workers Compensation Managers, Payroll Managers and any others that are involved in managing workers compensation claims under the Victorian workers compensation scheme. Activities including; the calculation of pre-injury average weekly earnings, the payment of weekly benefits to injured workers, and the reimbursement to employers for weekly compensation payments they have made.
VIC Workers Compensation Essentials	It aims to provide an overview of the VIC workers compensation scheme (the scheme), how it operates, the stakeholders involved, how it is funded, the process for responding to workplace injuries, paying weekly benefits, supporting the worker's return to work, and managing medical treatment and rehabilitation services.
NSW Weekly Benefits	Developed for Return to Work Coordinators, Workers Compensation Managers, Payroll Managers and any others that are involved in managing workers compensation claims under the icare Nominal Insurers scheme. Activities including; the calculation of pre-injury average weekly earnings, the payment of weekly benefits to injured workers, and the reimbursement of employers for weekly benefit payments they have made.
NSW Workers Compensation Essentials	This training aims to offer a comprehensive overview of the NSW worker's compensation scheme. It covers how the scheme functions, its stakeholders, funding, responding to workplace injuries, paying benefits, facilitating the return to work, and overseeing medical treatment and rehabilitation services for injured workers.

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Mental Health	
Managing Psychological Conditions in the Workplace	This course has been developed to provide the learner with an understanding of how to recognise and manage potential mental health issues in the workplace and provide the support needed to enable a safe and durable return to work.
Approaching an employee you are concerned about	<p>If you are concerned about the mental health of someone you manage, the way you respond and the level of support you're able to offer is crucial. From the first conversation through to developing a plan to help an employee stay at or return to work, managers and business owners have a central role to play. You will learn:</p> <ul style="list-style-type: none">• some signs that a person may be experiencing anxiety or depression• how to approach a conversation with the person• how to develop a plan to support the person in the workplace