**OHS Chartered Professional Certification**

**Professional Reflective Practice (PRP)**

*Documented reflection on OHS practice as part of Demonstrated Practice is a requirement for certification as a Chartered OHS Professional.*

*The purpose of reflecting on practice is for the candidate to articulate and reflect on their OHS knowledge and capability to not only demonstrate their level of professional practice but to increase their own understanding of their practice. The reflection on practice may be completed over a period of time; 6-10 weeks is often cited as a suitable time period. Alternatively, if records such as emails and diary/file entries are available the reflection may be retrospective, especially if it refers to a particular event or issue.*

*The entry boxes in this form are expandable so the size of the box is no indication of the depth of reflection. The reflective process is driven by the professional; it is up to the candidate to determine the extent of the text entry. You may wish to refer to the* [Chartered OHS Professional Certification Guidelines](https://www.aihs.org.au/certification/criteria-requirements-fees/chartered-ohs-professional-certification-guidelines) *and [Example Report.](https://www.aihs.org.au/certification/criteria-requirements-fees/examples-chartered-ohs-professional-reflective-practice)*

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| Personal Details | |
| Name | Phone |
| Email |  |

*All journals will be treated as confidential documents for the purposes of assessment.*

Reflection on OHS Practice

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| 1. Autobiographical Review |
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| *Reviewing how you got to where you are now helps you to gain a sense of growth and set a context for your reflection. There is no set criteria or length requirement but you may consider questions such as:*   * *Why did I decide to become involved in health and safety management?* * *When and how did I decide?* * *What and who influenced me? In what ways?* * *As I look back to this time what feelings and images remain?* * *If I could make the decision again to become involved in this profession, would I? Why or why not?* * *What do I see as my greatest professional strengths?* * *What are a few of the frustrations I experience in my work?* * *What are a few of the joys and satisfaction?*   *Where do I see myself in the next 5, 10 years?* |
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| 2. Reflection on Capabilitites |
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| *As a high-level OHS professional you should be operating at Level 9 of the Australian Qualification Framework. This section requires you to reflect on your cognitive, technical and communication skills to demonstrate capabilities at the AQF 9 level.* |
| *You may reflect on your OHS professional capabilities by considering your practice as a whole or by examining a recent event, project or activity.* |

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| AQF descriptor as capability | Reflective comments  *It is your personal reflections that are important but you may consider questions such as:*   * *When, under what circumstances, do I demonstrate this capability?* * *How did I develop this capability?* * *Is this capability a core part of my OHS practice?* * *How well do I do I demonstrate this capability?* * *Am I constrained in any way in applying this capability?* * *Do I consider that I need to modify my practice in any way in relation to this capability?* * *How might I realistically achieve this change?* |
| Analyse and evaluate information  Access, analyse and critically evaluate information from a range of sources to synthesise knowledge to inform action.  Evaluate complex ideas and concepts to develop a theoretical framework to inform action. |  |
| Solve problems/develop a strategy  Apply critical thinking, information gathering, and communication skills to identify and analyse complex OHS problems and emerging issues.  Approach the resolution of complex problems in a critically reflective.  Use established theory and practical experience from a variety of sources to generate practical evidence-informed solutions to OHS problems taking account of legislation and industry standards.  Defend the proposed solutions. |  |
| Communicate knowledge, skills and ideas  Interpret and tailor technical information, complex concepts, and theories to communicate knowledge and ideas to a range of specialist and non-specialist audiences using an appropriate range of communication strategies.  Provide evidence-based and logical reasoning to explain the risks and benefits of a range of options and justify relevant propositions and recommendations.  Engage in evidence-informed reflective practice, evaluative activities, and professional discussion with a view to testing ideas through peer appraisal. |  |
| Application  Make high-level independent judgments regarding technical OHS issues and plan, implement, and monitor OHS-related projects with a high level of autonomy.  Work with people from many disciplines and backgrounds, across a range of workgroups including at the highest decision-making levels, demonstrating leadership capacity.  Apply research principles to design projects to investigate issues within the workplace  Apply project management skills to implement significant projects in the workplace |  |

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| 3. Relection on Practice |
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| *This section requires you to consider a recent event or activity that has caused you to reflect on your practice. You should describe the event or activity, reflect on what occurred and your response to ‘theorise’ about what happened and the implications. This should be a free-flowing description but you may find the following questions a useful guide.*   * *Is there a background to the situation? What is the context?* * *Where was I? Who was I interacting with? Who else was there? What happened? What did I do?* * *Why did I do that? What was I thinking/feeling at the time? Where might these thoughts or feelings come from?* * *What assumptions might I have been making at the time? What values or beliefs might have contributed to me acting in this way? Did my relationships with the other people contribute to my actions?* * *Is my response part of a pattern?* * *How does my response, or my pattern of response, fit with the capabilities of a high-level OHS professional?* * *How does my response, or my pattern of response, fit with contemporary approaches to OHS?* * *Does my reflection suggest ways of modifying or revising my underpinning theoretical models or personal skills as part of my professional practice?*   *Does my reflection have implications for the OHS profession overall and suggest ways in which the OHS profession should develop?* |
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| 4. Summary | |
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| **In preparing this journal and making the associated reflections:** | **Reflective comments** | |
| Has my perception of how I undertake my OHS practice changed? If so, how? |  | |
| Have I identified anything I would change about my practice? If so, what changes would I make? |  | |
| Realistically, how could I go about making these changes? |  | |
| Have I arrived at any other conclusions about my practice? If so what? |  | |

**Declaration**

I certify that the project activity description is a true and correct description and analysis of the OHS practice undertaken.

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| Signature of candidate |  |
| Date |  |