

# TTSA Online Renewal

## Version 5.7

### DESCRIPTION

This course is the online competency refresher to enable Rail Safety Workers (RSWs) to safely work in the Metro Trains Melbourne (MTM) Metropolitan Rail Network.

### AUDIENCE

This course is for RSWs working in the MTM Metropolitan Rail Network that have held their competency for 24 months and need to maintain this competency.

This course is not suitable if:

- The competency has **expired by more than six months** post the 24 months or
- The original training was **NOT** attained from an [approved MTM training provider](#) the RSW must book into an initial course, with an MTM approved training provider. or
- Additional learning assistance is requested.

### Please Note:

It is expected that RSWs will complete their renewal training prior to expiry within the 24-month period.

- If the RSWs competency is **expired by less than 6-months**, the RSW is not able to use their competency but can complete **Online TTSA renewal (MCSR online) training**,
- If the RSWs competency is **expired by more than 6-months but less than 12 months**, the RSW is not able to use their competency, and must attend the **Face to Face TTSA renewal training**.
- If the RSWs competency is **expired by more than 12-months**, the RSW is not able to use their competency, and is **not eligible for renewal training** even if already enrolled. The RSW **must complete an initial course**, at the same or lower level with an MTM approved training provider.

### COURSE OBJECTIVES

This course will refresh RSWs knowledge and skills to:

- Access the danger zone
- Access the rail corridor
- Respond appropriately in an emergency.

### DURATION

30 minutes

### DELIVERY MODE

Online

### ASSESSMENT METHODS

Knowledge

### PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS

Not required

### PROOF OF IDENTITY REQUIREMENTS

Not required

### METRO ACADEMY PREREQUISITES

Participant **MUST** have completed the approved **MTM TTSA TLIF0020 Safely access the rail corridor\*** within the preceding 24 months.

*\* (Units of competency considered equivalent on [www.training.gov.au](http://www.training.gov.au) are also accepted)*

### METRO ACADEMY PREREQUISITE VERIFICATION

Metro Academy will verify prerequisites against [Rail Industry Worker \(RIW\)](#) database prior to starting the online training

To prevent delay, RSWs '[The Platform](#)' profile **MUST** contain current email address, contact number, RIW number and date of birth.

Verifications will normally be completed by Metro Academy within two (2) business days\*.

*\* Participant is unable to commence training until verifications have been completed*

### COURSE COMPLETION

RSWs who successfully complete all requirements of this course will be awarded a Certificate of Completion (CoC).

CoC will be available in '[The Platform](#)' normally within two (2) business days of course completion.

This competency is accepted on the MTM Metropolitan Rail Network and is valid for 24 months. This competency **MUST** be renewed before expiration.

### RIW CERTIFICATE UPLOADS

Metro Academy will upload the participant's CoC to the [RIW](#) database.

To prevent delay, participant's '[The Platform](#)' profile **MUST** contain current email address, contact number, RIW number, date of birth and the RIW card must also be valid.

Uploads will be completed by Metro Academy, normally within two (2) business days of CoC being issued.

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## INFORMATION/BOOKINGS



The Platform



<https://www.metrotrains.com.au/academy/>



[metroacademy@metrotrains.com.au](mailto:metroacademy@metrotrains.com.au)



03 9610 3701

## VENUE



Not required

## FEES

\$215 (GST inclusive)

