

# MAKE A DIFFERENCE. DO A JOB THAT MATTERS.

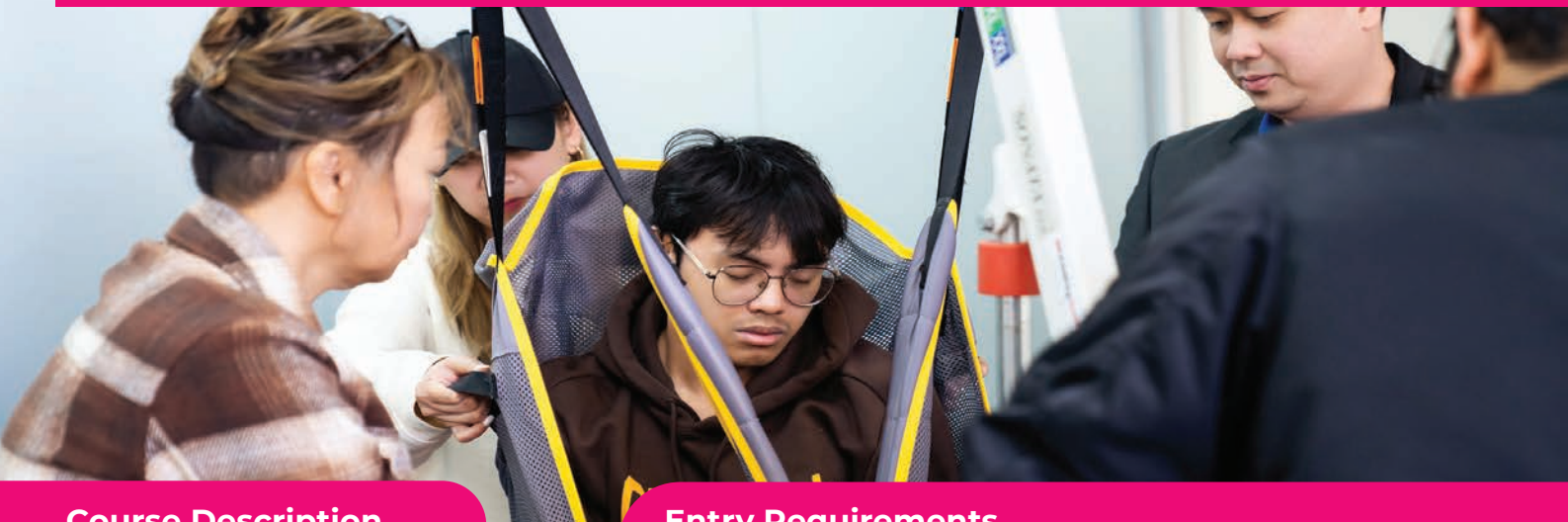
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# CHC33021 Certificate III in Individual Support

CrICOS Code: 112427H Delivery Mode: Classroom based - Face to Face - 20 hours per week

🕒 Duration: 52 weeks inclusive of term break and public holiday 📅 Intake Date: Monthly



## Course Description

This qualification reflects the role of individuals in the community, home or residential care setting who work under supervision and delegation as a part of a multi-disciplinary team, following an individualised plan to provide person-centred support to people who may require support due to ageing, disability or some other reason.

To achieve this qualification, the candidate must have completed at least **120 hours of work placement** as detailed in the Assessment Requirements of the units of competency.

## Qualifications Pathway

Students who complete this course may wish to continue their education into:

CHC43015 Certificate IV in Ageing Support

Other Diploma qualifications in community service.

## Entry Requirements

Learners must be a minimum age of 18 years or above at the time of course commencement.

To enter this qualification, applicants should have successfully completed an Australian Year 10 (or an international secondary school year which is equivalent to Australian Year 10) with satisfactory results.

For international students:  
Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirement

Other requirements:

Applicants will need to have physical attributes suitable for working in the health industry.

A National Police check will be completed prior to attending practical placement.

Influenza vaccinations are required annually by 15 August for certain healthcare workers. (Mandatory for placement)

COVID-19 vaccinations are also required for certain healthcare workers. (Subject to the facility entry requirements)

Additionally, all applicants are required to:  
Complete Pre-Training Review  
Some students may be required to complete an LLN assessment

Note: Some assessment tasks are completed using a computer and internet, and it is essential for the student to possess basic computer skills.

### RPL and Credit Transfer

Refer to our website for information on Recognition of Prior Learning (RPL) and Credit Transfer (CT).



## Units of competency

### CORE UNITS

#### Unit Code

CHCCCS031#  
CHCCCS040#  
CHCCOM005  
CHCDIV001  
CHCCCS038#  
CHCLEG001  
CHCCCS041  
HLTWHS002  
HLTINF006#

#### Unit Title

Provide individualised support  
Support independence and wellbeing  
Communicate and work in health or community services  
Work with diverse people  
Facilitate the empowerment of people receiving support  
Work legally and ethically  
Recognise healthy body systems  
Follow safe work practices for direct client care  
Apply basic principles and practices of infection prevention and control

### ELECTIVE UNITS

#### Unit Code

CHCAGE013  
CHCAGE011#  
CHCPAL003  
CHCCCS036  
CHCDIS011#  
  
CHCAGE007#

#### Unit Title

Work effectively in aged care  
Provide support to people living with dementia  
Deliver care services using a palliative approach  
Support relationships with carer and family  
Contribute to ongoing skills development using a strengths-based approach  
Recognise and report risk of falls

# Unit includes Mandatory Work placement component that will be conducted in scheduled work placement hours





# CHC43015 Certificate IV in Ageing Support

Cricos Code: 112428G Delivery Mode: Classroom based - Face to Face - 20 hours per week

 Intake Date: Monthly

 Duration: 52 weeks inclusive of term break and public holiday



## Course Description

This qualification reflects the role of support workers who complete specialised tasks and functions in aged services; either in residential, home or community-based environments. Workers may be required to demonstrate leadership and have limited responsibility for the organisation and the quantity and quality of outputs of others within limited parameters.

To achieve this qualification, the candidate must have completed at least **120 hours of work** as detailed in the Assessment Requirements of the units of competency.

## Qualifications Pathway


Students who complete this course may wish to continue their education into:


 CHC52021 Diploma of Community Services

 Other community services qualifications.

## Entry Requirements

 Learners must be a minimum age of 18 years or above at the time of course commencement.

 To enter this qualification, applicants should have successfully completed an Australian Year 10 (or an international secondary school year which is equivalent to Australian Year 10) with satisfactory results.


 For international students:  
Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirement

 Other requirements:  
Applicants will need to have physical attributes suitable for working in the health industry.

A National Police check will be completed prior to attending practical placement.

Influenza vaccinations are required annually by 15 August for certain healthcare workers. (Mandatory for placement)

COVID-19 vaccinations are also required for certain healthcare workers. (Subject to the facility entry requirements)

 Additionally, all applicants are required to:  
Complete Pre-Training Review  
Some students may be required to complete an LLN assessment

Note: Some assessment tasks are completed using a computer and internet, and it is essential for the student to possess basic computer skills.

### RPL and Credit Transfer

Refer to our website for information on Recognition of Prior Learning (RPL) and Credit Transfer (CT).



## Units of competency

### CORE UNITS

#### Unit Code

CHCADV001  
CHCAGE001\*  
CHCAGE003\*  
CHCAGE004\*  
CHCAGE005\*  
CHCCCS006  
CHCCCS011\*  
CHCCCS023\*  
CHCCCS025  
CHCDIV001  
CHCLEG003  
CHCPAL001  
CHCPRP001  
HLTAAP001  
HLTWHS002

#### Unit Title

Facilitate the interests and rights of clients  
Facilitate the empowerment of older people  
Coordinate services for older people  
Implement interventions with older people at risk  
Provide support to people living with dementia  
Facilitate individual service planning and delivery  
Meet personal support needs  
Support independence and wellbeing  
Support relationships with carers and families  
Work with diverse people  
Manage legal and ethical compliance  
Deliver care services using a palliative approach  
Develop and maintain networks and collaborative partnerships  
Recognise healthy body systems  
Follow safe work practices for direct client care

### ELECTIVE UNITS

#### Unit Code

CHCAGE002\*  
CHCCCS017  
CHCCCS019

#### Unit Title

Implement falls prevention strategies  
Provide loss and grief support  
Recognise and respond to crisis situations

\*Unit includes mandatory work placement component and will be covered in scheduled work placement hours.



# CHC52021 Diploma of Community Services

Cricos Code: 112429F Delivery Mode: Classroom based - Face to Face - 20 hours per week

 Intake Date: Jan | Apr | Jul | Oct  Duration: 104 weeks inclusive of term break and public holiday



## Course Description

This qualification reflects the role of community services workers involved in the delivery, management and coordination of person-centred services to individuals, groups, and communities.

At this level, workers have specialised skills in community services and work autonomously within their scope of practice under broad directions from senior management.

To achieve this qualification, the candidate must have completed at least **2 blocks of 200 hours of work placement** as detailed in the Assessment Requirements of units of competency.

## Qualifications Pathway

Students who complete this course may wish to continue their education into:

 Advanced Diploma or Bachelors


 Other community services qualifications.

**CHC52021 – Diploma of Community Services is only available at the Collins Street Campus: Level 5, 259 Collins Street, Melbourne 3000.**

## Entry Requirements

 Learners must be a minimum age of 18 years or above at the time of course commencement.

 To enter this qualification, applicants should have successfully completed an Australian Year 10 (or an international secondary school year which is equivalent to Australian Year 10) with satisfactory results.

 For international students:  
Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirement


 Other requirements:

Applicants will need to have physical attributes suitable for working in the health industry.

A National Police check will be completed prior to attending practical placement.

Influenza vaccinations are required annually by 15 August for certain healthcare workers. (Mandatory for placement)

COVID-19 vaccinations are also required for certain healthcare workers. (Subject to the facility entry requirements)

 Additionally, all applicants are required to:  
Complete Pre-Training Review  
Some students may be required to complete an LLN assessment

Note: Some assessment tasks are completed using a computer and internet, and it is essential for the student to possess basic computer skills.

### RPL and Credit Transfer

Refer to our website for information on Recognition of Prior Learning (RPL) and Credit Transfer (CT).



## Units of competency

### CORE UNITS

#### Unit Code

CHCLEG003  
CHCDFV001

HLTWHS003\*  
CHCCCS007  
CHCCSM013  
CHCCCS019  
CHCDIV001  
CHCCCS004  
CHCDIV002  
CHCDEV005\*

CHCPRP003  
CHCMGT005

#### Unit Title

Manage legal and ethical compliance  
Recognise and respond appropriately to domestic and family violence  
Maintain work health and safety  
Develop and implement service programs  
Facilitate and review case management  
Recognise and respond to crisis situations  
Work with diverse people  
Assess coexisting needs  
Promote Aboriginal and/or Torres Strait Islander cultural safety  
Analyse impacts of sociological factors on clients in community work and services  
Reflect on and improve own professional practice  
Facilitate workplace debriefing and support processes

### ELECTIVE UNITS

#### Unit Code

CHCCOM003  
CHCDIV003  
CHCCCS020  
CHCCCS003  
CHCCDE027  
CHCCSL001  
CHCDEV004  
CHCFAM003

#### Unit Title

Develop workplace communication strategies  
Manage and promote diversity  
Respond effectively to behaviours of concern  
Increase the safety of individuals at risk of suicide  
Implement community development strategies  
Establish and confirm the counselling relationship  
Confirm client developmental status  
Support people to improve relationships

\*Unit includes mandatory work placement component and will be covered in scheduled work placement hours





# CHC30121 Certificate III in Early Childhood Education and Care

Cricos Code: 115115M Delivery Mode: Classroom based - Face to Face - 20 hours per week

 Intake Date: Monthly  Duration: 52 weeks inclusive of term break and public holiday



## Course Description

This qualification reflects the role of educators in early childhood education and care who work in regulated children's education and care services in Australia. They support children's wellbeing, and development in the context of an approved learning framework.


They may work independently or under the guidance of others, though in some contexts that guidance may not be on-site.

Early childhood educators work in long day care centres, family day care, pre-schools or kindergartens.

To achieve this qualification, the individual must have completed a total of at least **160 hours of work in a regulated children's education and care service in Australia** as detailed in the Assessment Requirements of units of competency.

## Qualifications Pathway

Students who complete this course may wish to continue their education into:

 Advanced Diploma or Bachelors

 Other community services qualifications.

## Entry Requirements



Learners must be a minimum age of 18 years or above at the time of course commencement.



To enter this qualification, applicants should have successfully completed an Australian Year 10 (or an international secondary school year which is equivalent to Australian Year 10) with satisfactory results.



For international students:

Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirement



Other requirements:

Applicants will need to have physical attributes suitable for working in the health industry.

A National Police check will be completed prior to attending practical placement.

Influenza vaccinations are required annually by 15 August for certain healthcare workers. (Mandatory for placement)

COVID-19 vaccinations are also required for certain healthcare workers. (Subject to the facility entry requirements)



Additionally, all applicants are required to:

Complete Pre-Training Review

Some students may be required to complete an LLN assessment

Note: Some assessment tasks are completed using a computer and internet, and it is essential for the student to possess basic computer skills.

## RPL and Credit Transfer

Refer to our website for information on Recognition of Prior Learning (RPL) and Credit Transfer (CT).





## Units of competency

### CORE UNITS

#### Unit Code

CHCECE030\*  
CHCECE031\*  
CHCECE032\*  
CHCECE033\*  
CHCECE034\*  
CHCECE035\*  
CHCECE036\*  
CHCECE037\*  
CHCECE038\*  
CHCECE054\*

CHCECE055

CHCECE056\*  
CHCPRT001\*  
HLTAID012  
HLTWHS001

#### Unit Title

Support inclusion and diversity  
Support children's health, safety and wellbeing  
Nurture babies and toddlers  
Develop positive and respectful relationships with children  
Use an approved learning framework to guide practice  
Support the holistic learning and development of children  
Provide experiences to support children's play and learning  
Support children to connect with the natural environment  
Observe children to inform practice  
Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures  
Meet legal and ethical obligations in children's education and care  
Work effectively in children's education and care  
Identify and respond to children and young people at risk  
Provide First Aid in an education and care setting  
Participate in workplace health and safety

\*Unit includes mandatory work placement component and will be covered in scheduled work placement hours at the end of each term.

### ELECTIVE UNITS

#### Unit Code

HCDIV001  
CHCECE039

#### Unit Title

Work with diverse people  
Comply with family day care administration requirements



# CHC50121 Diploma of Early Childhood Education and Care

Cricos Code: 115116K Delivery Mode: Classroom based - Face to Face - 20 hours per week

 Intake Date: Monthly  Duration: 52 weeks inclusive of term break and public holiday



## Course Description

This qualification reflects the role of educators in early childhood education and care who work in regulated children's education and care services in Australia. Educators at this level are responsible for designing and implementing curriculum that meets the requirements of an approved learning framework and for maintaining compliance in other areas of service operations.

To achieve this qualification, the individual must have completed a total of **least 280 hours of work in a regulated children's education and care service in Australia** as detailed in the Assessment Requirements of units of competency.

## Qualifications Pathway

Students who complete this course may wish to continue their education into:


 Bachelors

 Other education services qualifications.

## Entry Requirements

 Learners must be a minimum age of 18 years or above at the time of course commencement.

 To enter this qualification, applicants should have successfully completed an Australian Year 10 (or an international secondary school year which is equivalent to Australian Year 10) with satisfactory results.


 For international students:  
Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirement

 Other requirements:  
Applicants will need to have physical attributes suitable for working in the health industry.

A National Police check will be completed prior to attending practical placement.

Influenza vaccinations are required annually by 15 August for certain healthcare workers. (Mandatory for placement)

COVID-19 vaccinations are also required for certain healthcare workers. (Subject to the facility entry requirements)

 Additionally, all applicants are required to:  
Complete Pre-Training Review  
Some students may be required to complete an LLN assessment

Note: Some assessment tasks are completed using a computer and internet, and it is essential for the student to possess basic computer skills.

### RPL and Credit Transfer

Refer to our website for information on Recognition of Prior Learning (RPL) and Credit Transfer (CT).



## Units of competency

### CORE UNITS

#### Unit Code

BSBTWK502  
CHCECE041\*  
CHCECE042\*

CHCECE043  
CHCECE044  
CHCECE045

CHCECE046  
CHCECE047\*  
CHCECE048  
CHCECE049  
CHCECE050  
CHCPRP003

#### Unit Title

Manage team effectiveness  
Maintain a safe and healthy environment for children  
Foster holistic early childhood learning, development and well being  
Nurture creativity in children  
Facilitate compliance in a children's education and care service  
Foster positive and respectful interactions and behaviour in children  
Implement strategies for the inclusion of all children  
Analyse information to inform children's learning  
Plan and implement children's education and care curriculum  
Embed environmental responsibility in service operations  
Work in partnership with children's families  
Reflect on and improve own professional practice

\*Unit includes mandatory work placement component and will be covered in scheduled work placement hours at the end of each term.

### ELECTIVE UNITS

#### Unit Code

CHCECE053  
CHCMGT003  
BSBOPS502

#### Unit Title

Respond to grievances and complaints about the service  
Lead the work team  
Manage business operational plans

