

**CHC33015 Certificate III in Individual Support  
(AGEING, DISABILITY OR HOME AND COMMUNITY specialisations)**

Mode of Delivery		Classroom (Face to Face)	
Qualification Duration		52 Weeks (1 Year) Full Time	
Qualification Level		Certificate III	
Fees	Government Funded*	Tuition Fees	With Concession: \$20 Without Concession: \$100
	Fee for Service	Tuition Fees	\$ 3000
	Materials/Resources/Student Services & Amenities	No Cost	
	Administration Fees	No Cost	
Location(s)	<ul style="list-style-type: none"> <li>• 587 Sydney Rd, Coburg, VIC.</li> <li>• 118-120 Foster Street, Dandenong, VIC.</li> <li>• 3/216 Blackshaws Road Altona North, VIC.</li> <li>• 5 / 195 Somerton Road Coolaroo/Roxburgh Park, VIC</li> <li>• Any other ACET temporarily approved location..</li> </ul>		

\*Funding is available for Eligible individuals. This training is delivered with Victorian and Commonwealth Government Funding through the Skills First program. People with disabilities are encouraged to apply. For further information please visit the following website: <http://www.education.vic.gov.au/skillsfirst/Pages/about.aspx>

### Qualification Overview

This qualification reflects the role of workers in the community and/or residential setting who follow an individualised plan to provide person - centred support to people who may require support due to ageing, disability or some other reason. Work involves using discretion and judgement in relation to individual support as well as taking responsibility for own outputs.

Workers have a range of factual, technical and procedural knowledge, as well as some theoretical knowledge of the concepts and practices required to provide person- centred support.

*Possible job titles and roles relevant to this qualification include:*

- Accommodation support worker
- Field officer
- Assistant in nursing
- Home care assistant
- Care assistant
- In-home respite worker
- Care service employees
- Nursing assistant
- Care worker
- Personal care assistant
- Community care worker
- Personal care giver
- Community house worker
- Personal care worker
- Community support worker
- Residential care worker
- Disability service officer (in some jurisdictions)
- Support worker.

## Qualification Structure

To achieve this qualification, the candidate must demonstrate competency in:  
13 units of competency:

- 7 core units
- 6 elective units

Core Units		Hours
Unit Code	Unit Name	
CHCCCS015	Provide individualised support	100
CHCCCS023	Support independence and well being	160
CHCCOM005	Communicate and work in health or community services	60
CHCDIV001	Work with diverse people	80
CHCLEG001	Work legally and ethically	110
HLTAAP001	Recognise healthy body systems	140
HLTWHS002	Follow safe work practices for direct client care	50
Elective Units		Hours
Unit Code	Unit Name	
<b>AGEING specialisation (3 units)</b>		
CHCAGE001	Facilitate the empowerment of older people	110
CHCAGE005	Provide support to people living with dementia	130
CHCCCS011	Meet personal support needs	120
HLTAID003	Provide first aid	30
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	60
BSBWOR301	Organise personal work priorities and development	60
<b>DISABILITY specialisation (4 units)</b>		
CHCDIS001	Contribute to ongoing skills development using a strengths-based approach	80
CHCDIS002	Follow established person-centred behaviour supports	100
CHCDIS003	Support community participation and social inclusion	120
CHCDIS007	Facilitate the empowerment of people with disability	120
HLTAID003	Provide first aid	30
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	60
<b>HOME AND COMMUNITY specialisation (4 units)</b>		
CHCAGE001	Facilitate the empowerment of older people	110
CHCCCS011	Meet personal support needs	120
CHCCCS025	Support relationships with carers and families	90
CHCHCS001	Provide home and community support services	100
HLTAID003	Provide first aid	30
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	60

### Note:

- the above hours include all teaching and learning activities such as guided learning (classes, lectures, tutorials, online or self-paced study), individual study, research, learning activities in the workplace and assessment activities. This is in accordance with AQF volume of learning.
- during this period of 120 hours, the candidate could demonstrate competency for a number of additional units.
- the Elective Units can be changed depending on clients needs and in accordance with training package rules.

## **Assessment Methods**

A wide variety of assessments methods will be employed to assess student competence in each unit. These include but are not limited to:

- Demonstrations & Observations
- Case Studies
- Written Tests
- Role Plays
- Group Assignments
- Individual Projects/Portfolios

## **Work placement**

The practicum requirements are 120 hours. Students need to be either working in the workplace or have access to a workplace for workplace exercises where needed. Please note that:

- certain units have practical work placement hours that are required to be completed before the unit is deemed competent.
- candidates must have a current Working with Children Check and a current National Police Record check before they can commence their work placement.
- Work placement agreement between the student, the college and the host employer is required to be signed prior to the commencement of work placement.

## **Entry Requirements**

There are no entry requirements to this qualification stated in the training package, however, the ACET has developed its own entry requirements as per below:

1. Applicants 18 years and above with no formal qualifications who can be assessed for skills that would qualify to undertake this training.
2. Must complete literacy and numeracy test and the pre-training review. Applicants will be assessed for suitability through a pre-training review. As a result of the pre-training review, any learners with identified barriers will be referred to the appropriate support services/office or referred externally where required.
3. If a learner is unable to, meet the inherent requirements of the qualification, even with reasonable adjustment, ACET will offer counselling regarding alternative training and/or career path options.

## **Licensing and Regulatory Requirements**

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, where required, a unit of competency will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit.



## **Completion of the Qualification**

Upon successful completion of this qualification, you will receive a nationally recognised qualification **CHC33015 Certificate III in Individual Support** issued by the Australasian College of Education and Training (ACET).

Australasian College of Education and Training (ACET) is a Registered Training Organisation (Provider Number: 121666) registered with the Australian Skills and Qualifications Authority (ASQA).

## **Qualification Availability**

ACET has regular monthly intakes for each of its qualifications. Please contact ACET for confirmation of the commencement date for the next available intake.

## **Future Study Pathways**

After successful completion of your Certificate III, you will have many other study options available to you. It may include CHC43015 Certificate IV in Ageing Support or may choose to undertake a range of Diploma level qualifications within the CHC Training Package, or other Training Packages.

## **Recognition of Prior Learning (RPL)**

Candidates may be able to shorten the length of their chosen qualification by supplying evidence of their previous training, employment experience or other life skills that directly relate to the qualification competencies. The evidence must be valid, sufficient and authentic.

Contact ACET directly to discuss your previous experience and we will be able to guide you through the RPL process.

## **Credit Transfer (CT)**

Students may be able to shorten the length of their chosen qualification by taking into account previous studies. ACET accepts and provides credit to learners for units of competency and/or modules (unless licensing or regulatory requirements prevent this) where these are evidenced by:

- AQF certification documentation issued by any other RTO or AQF authorised issuing organisation, or
- authenticated VET transcripts issued by the Registrar.

Credit Transfers will be granted upon the receipt of sufficient evidence to support the application and prior to the commencement of training.

## **Special Requirements**

It is expected that all students will have access to their own personal computer and the internet. This is essential for regular research and also on-line based assessment work throughout the qualification.

## **Payment terms and conditions including deposits and refunds**

Prepaid fees (tuition fees and materials fees) must be made to ACET upon enrolment and prior to commencement of training. ACET reserves the right to withdraw your enrolment if payments are not made by the due date.

Full Refund (100% of the Pre-Paid Fees) will be provided if:

- Student withdrawal prior to agreed commencement date. Withdrawal notified in writing and received by ACET prior to qualification/course /unit of study commencement date.
- Qualification/Course/unit of study withdrawn by ACET or ACET is unable to provide the qualification/course/unit of study for which the original enrolment and payment has been made.

No Refunds of the Pre-Paid Fees will be provided if:

- The student failed to commence training after enrolling in the qualification of course,
- Student withdraws from the qualification/course/unit of study after the commencement date.

### Note:

- For students attending classes, a course is deemed to have commenced as soon as an induction has been completed. This will usually be on the first day of class but may also occur prior to attending a class.
- Students may have extenuating circumstances that prevent them from attending scheduled qualification/course/unit of study dates that may include but are not limited to illness, family or personal matters, or other reasons that are out of the ordinary. Where evidence can be successfully provided to support the student's circumstances, fees may either be transferred to the next available qualification/course/unit of study where applicable, or a refund of fees will be issued.
- ACET does not collect more than \$1500 in prepaid fees from learners at any time.

***Please refer to the 2018 ACET Student Handbook for further details about the college, main staff, enrolment process and the relevant policies and procedures. The Student Handbook is available***



*at any of the above specified college locations and is given to student at enrolment or upon request.*