

### CHC43015 Certificate IV in Ageing Support

Mode of Delivery		Classroom (Face to Face)	
Qualification Duration		59 Weeks Full Time	
Qualification Level		Certificate IV	
Fees	Government Funded*	Tuition Fees	With Concession: \$40 Without Concession: \$200
	Fee for Service	Tuition Fees	\$ 4000
	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 support workers who complete specialised tasks and functions in aged services; either in residential, home or community based environments. Workers will take responsibility for their own outputs within defined organisation guidelines and maintain quality service delivery through the development, facilitation and review of individualised service planning and delivery.

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.

*Likely functions in the Aged care industry for those who achieve this qualification may include employment as:*

- Accommodation support worker
- Hostel supervisor
- Assistant care supervisor
- Personal care worker
- Care supervisor
- Program coordinator – social programs
- Care team leader
- Residential care worker
- Day activity worker
- Support worker

## Qualification Structure

Participants need to complete eighteen (18) units of competency consisting of:

- 15 Core Units
- 3 Elective Units

Hours of the Qualification are 1220 Hours

Unit Code	Unit Name	Hours*
CHCADV001	Facilitate the interests and rights of clients	100
CHCAGE001	Facilitate the empowerment of older people	50
CHCAGE003	Coordinate services for older people	80
CHCAGE004	Implement interventions with older people at risk	80
CHCAGE005	Provide support to people living with dementia	65
CHCCCS006	Facilitate individual service planning and delivery	120
CHCCCS011	Meet personal support needs	60
CHCCCS023	Support independence and wellbeing	80
CHCCCS025	Support relationships with carers and families	70
CHCDIV001	Work with diverse people	40
CHCLEG003	Manage legal and ethical compliance	80
CHCPAL001	Deliver care services using a palliative approach	60
CHCPRP001	Develop and maintain networks and collaborative partnerships	80
HLTAAP001	Recognise healthy body systems	70
HLTWHS002	Follow safe work practices for direct client care	25
Unit Code	Unit Name	Hours*
HLTAID003	Provide first aid	20
CHCDIS007	Facilitate the empowerment of people with disability	100
BSBMGT401	Show leadership in the workplace	40

### 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 and Role Plays
- Written Tests
- Individual Projects/Portfolios

## **Work placement**

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

- Unless the student requests to arrange the work placement, ACET will organise the work placement for the students. ACET and through its industry partners has arrangements in place with several Aged Care/Individual Support/Community Care providers to place its enrolled students. Please refer to the ACET website or contact the college directly for further details about those providers.
- The workplace environment will be a registered and operating Aged Care/Individual Support/Community Care provider.
- All work-based learning & assessment will be arranged at the commencement of the qualification (via signed triparted agreement between the college, the student and the host employer) and assessment to be completed after the completion of the set classroom theory for the relevant unit.
- candidates must have a current Working with Children Check and a current National Police Record check before they can commence their work placement.
- Each student will have an allocated workplace mentor, along with a structure of duties that that they must undertake in their workplace. After they have had the time to meet their competency requirements, they will be assessed directly by one of our workplace assessor.
- certain units have practical work placement hours that are required to be completed before the unit is deemed competent.
- You will also note that the students are always attending classes prior to entering into a workplace. This is to ensure that each student is inducted as per our college's induction qualification. Each student also has full access to our student welfare system / personnel, regardless if they are attending the college or on 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. You must have or in a process of applying for current National Police Record check.
3. 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.
4. 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 **CHC43015 Certificate IV in Ageing 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 CHC43015 Certificate IV in Ageing Support, you will have many other study options available to you. It may include 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 2019 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.***