



CERTIFICATE III IN AGED CARE WORK (CHC30102)

Productivity Places Program

Who is eligible for a free training place?

- People need to be currently looking for work
- Australian citizen or a permanent resident of Australia
- Over the age of 15
- Have been assessed by an employment service provider or training organisation as having capacity to benefit from the training.
- Please note, full-time students and people who are self employed are not eligible for the free training program.

What happens if you are not eligible?

If you not eligible you can still participate in the training and pay a fee which can be done through a payment plan. Please talk to Laura or Sharon about this.

Course Description

Aged Care is one of the fastest growing industries in our region. This course will provide knowledge and skills to provide care to residents in aged care, in both private homes and aged care facilities such as nursing homes, hostels and supported residential services. It also provides home care workers and personal care workers with a nationally recognised qualification.

An Aged Care services worker provides services to aged people in order to maintain a state of health, well-being and independence appropriate to the aged person's needs and desires. The units being studied will enable participants to respond appropriately to our communities needs.

Start Date: TBA , Two days a week

Participants are also required to complete 100 hours of work placement.

Course Duration: The course is full time and held over 19 weeks with 2 days per week structured classroom delivery plus 1 day per week on-campus study (Wednesday) with access to a tutor and all learning facilities available. (No class school holidays or public holidays)

Location: Pakenham and Latrobe Valley and Warragul

Course Delivery: This course is classroom based training and work placement is required. Students need to obtain a Police Check prior to commencing work-placement. Assessments will be conducted throughout the course, with some occurring in the workplace.

Tuition Fee: This course is free to those who are eligible for Productivity Places Program

CHC30102 Certificate III Aged Care Information Sheet	Version 1.0 – Last Revised May 08 Distributed to: Staff, Students	Page 1 of 3
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Units:	Nominal Hours
CHCAC3C Orientation to aged care work	50
CHCCS5B Identify and address specific client needs	15
CHCOHS302A Participate in safety procedures for direct care work	30
CHCAC1C Provide support to the older person	50
CHCAC2C Provide personal care	50
CHCCOM2B Communicate appropriately with clients and colleagues	20
HLTCSD6A Respond effectively to difficult or challenging behaviour	20
CHCAD1C Advocate for clients	20
CHCORG3B Participate in the work environment	20
CHCCS303A Provide Physical Assistance with Medication	50
CHCINF8B Comply with information requirements of the aged care and community care sectors	40
CHCAC15A Provide care support which is responsive to the specific nature of dementia	60
CHCAC6C Support the older person to meet their emotional and psychosocial needs	50
Total Hours	475

Recognition of Prior Learning (RPL): Students wishing to apply for RPL need to indicate this on the Enrolment Form. Education Centre Gippsland may grant RPL or Credit Transfer under our mutual recognition obligations. RPL Application Forms are available from the Course Co-ordinator.

Additional Qualifications needed: Students will need to have a current Level II First Aid and Food Hygiene qualification before the completion of the course.

Support with Language, Literacy & Numeracy Needs: If you need help with your language, reading & writing or maths to successfully complete your studies, ECG can arrange support through our Adult Literacy Program. Support may involve attending group classes or individual tutoring, depending on what is best for you. Contact the Course Co-ordinator or the Trainer.

Material Requirements: Students will need to bring pen and paper to each class with a folder to keep handouts.

Student Records: All students that enrol at ECG will have a file created manually and electronically. Manual files are secured in a locked environment and electronic files are password protected and only accessible via our Student Records employees. If you wish access to your files, you may do so by arranging this with your course Manager and/or Coordinator. Files are not to be taken off site, and from time to time, may be audited for compliance by a Third Party person or government auditor.

Pathways: Potential jobs exist with public and private organizations such as aged care facilities and home care providers. Students interested in further study after the completion of this course may go onto Certificate IV in Aged Care Work

Access and Equity: In accordance with Equal Opportunity legislation, ECG treats every student fairly and without discrimination in the training environment.

For further information on:

- Access to training
- Appeals, complaints and grievances
- Disciplinary procedures
- Student Support Services
- Refunds

Refer to our student information code of practice page on our web site:
<http://www.ecg.vic.edu.au> or refer to ECG for a hard copy.

Contact: Manager: Sharon Clements Email: sharonc@ecg.vic.edu.au
Business Development: Laura Carson Email: laurac@ecg.vic.edu.au
Phone: 56226000

For further information about ECG, visit our website: www.ecg.vic.edu.au

Nationally Recognised Training
Productivity Places Program is an Australian Government initiative-
www.productivityplaces.deewr.gov.au

