Certificate III in Individual Support

(Ageing & Disability Support)

CHC33021

Introduction

Meditech Training College is a Registered Training Organisation (RTO number 45660) registered with the Australian Skills Quality Authority. Meditech Training College is proud to offer the CHC33021 Certificate III in Individual Support (Ageing & Disability Support) as an 12 month part time program. The program involves both scheduled classroom learning activities and workplace-based training and assessment. This program provides Students with skills and knowledge required to provide care for people who may require support due to ageing, disability or some other reason.

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.

At this qualification level, graduates possess theoretical, practical knowledge, and skills for work or further learning. Their expertise includes factual, technical, procedural, and some theoretical understanding within a specific field. They demonstrate cognitive, technical, and communication skills to employ specialised methods, tools, and information for tasks ranging from routine activities to providing solutions for both predictable and occasionally unpredictable problems. Graduates apply their knowledge and skills autonomously, exercising judgment, and taking on limited responsibility within familiar and stable contexts, all while adhering to established parameters.

Who is responsible for your training?

Meditech Training College is responsible under the National Vocational Education and Training Regulator Act 2011 for the quality of the training and assessment being delivered in this course and for the issuance of all AQF certificates.

Units of Competency

The CHC33021 Certificate III in Individual Support (Ageing & Disability Support) comprises 15 units of competency. To be issued the qualification CHC33021 Certificate III in Individual Support (Ageing & Disability Support) a Student must be assessed as competent in 15 units of competency. These units of competency are comprised of 9 core units and 6 elective units. Meditech Training College have selected the elective units of competency within this course and have chosen these based on providing the Student a broad set of skills with a focus on completing a course that suits both the Aged Care, Homecare and Disability Support sectors. The selected units of competency are also supported by the learning content within the prescribed text.

The selection of these units of competency and the course structure has been confirmed through industry engagement undertaken by Meditech Training College.

The CHC33021 Certificate III in Individual Support (Ageing & Disability Support) is delivered using the units outlined below:

Unit Code	Unit Name	Unit Description
HLTWHS002	Follow safe work practices for direct client care	This unit describes the skills and knowledge required for a worker to participate in safe work practices to ensure their own health and safety, and that of others in work environments that involve caring directly for clients. It has a focus on maintaining safety of the worker, the people being supported and other community members.
HLTINF006	Apply basic principles and practices of infection prevention and control	This unit describes the performance outcomes, skills and knowledge required to apply basic infection prevention and control principles in work settings including implementing standard and transmission-based precautions and responding to risks. This unit applies to individuals working in a range of industry and work setting contexts.
CHCCOM005	Communicate and work in health or community services	This unit describes the skills and knowledge required to communicate effectively with clients, colleagues, management and other industry providers. This unit applies to a range of health and community service contexts where workers may communicate face-to-face, in writing or using digital media and work with limited responsibility under direct or indirect supervision.

CHCCCS041	Recognise healthy body systems	This unit describes the performance outcomes, skills and knowledge required to work with basic information about healthy body systems and the impacts of ageing and disability. It includes recognising and reporting any changes in healthy bodies involving people who are ageing or living with disability. Any identified issues of concern to be reported to the supervisor or professional health staff.
CHCLEG001	Work legally and ethically	This unit describes the skills and knowledge required to identify and work within the legal and ethical frameworks that apply to an individual job role. This unit applies to community services and health workers who play a proactive role in identifying and meeting their legal and ethical responsibilities.
CHCDIV001	Work with diverse people	This unit describes the skills and knowledge required to work respectfully with people from diverse social and cultural groups and situations, including Aboriginal and/or Torres Strait Islander people.
CHCAGE013	Work effectively in aged care	This unit describes the performance outcomes, skills and knowledge required to work effectively in an aged care work context. The unit covers meeting job requirements, complying with organisational requirements and working in an aged care sector context.

CHCCCS040	Support independence and wellbeing	This unit describes the skills and knowledge required to provide individualised services in ways that support independence, as well as physical and emotional wellbeing. This unit applies to workers in a range of community services contexts who provide frontline support services within the context of an established individualised plan.
CHCCCS031	Provide individualised support	This unit describes the performance outcomes, skills and knowledge required to organise, provide and monitor personal support services for a person within the limits established by an individualised plan. The individualised plan refers to the support or service provision plan developed for the person accessing the service and may have different names in different organisations.
		This unit applies to workers who provide care or support under direct, indirect or remote supervision. Work is carried out in a manner which supports independence as well as the physical and emotional wellbeing of the person receiving support.

CHCCCS038	Facilitate the empowerment of people receiving support	This unit describes the performance outcomes, skills and knowledge required to facilitate the empowerment of people receiving support, and to deliver rights-based services using a person-centred approach. It should be carried out in conjunction with individualised plans. This unit applies to workers in varied care and support contexts.
CHCAGE011	Provide support to people living with dementia	This unit describes the performance outcomes, skills and knowledge required to provide person-centred care and support to people living with dementia. It involves following an established individualised plan. This unit applies to workers in a residential or community context, including family homes. Work performed requires some discretion and judgement and may be carried out under direct, indirect or remote supervision.
CHCDIS020	Work effectively in disability support	This unit describes the performance outcomes, skills and knowledge required to work effectively in a disability support work context. The unit covers meeting job requirements, complying with organisational requirements and working in a disability sector context. This unit applies to individuals who work with people with disability in a range of community services and health contexts. Work performed requires some discretion and judgement and will be carried out under regular direct or indirect supervision.

CHCDIS011	Contribute to ongoing skills development using a strengths-based approach	This unit describes the performance outcomes, skills and knowledge required to assist with supporting the ongoing skill development of a person with disability. It involves following and contributing to an established individualised plan and using a positive, strengths-based approach. This unit applies to individuals who work with people with disability in a range of community services and health contexts. Work performed requires some discretion and judgement and may be carried out under regular direct or indirect supervision.
CHCDIS012	Support community participation and social inclusion	This unit describes the performance outcomes, skills and knowledge required to assist with supporting people with disability in community participation and social inclusion using a person-centred approach. This involves enabling people to make choices to maximise their participation in various community settings, functions and activities to enhance psychosocial wellbeing and lifestyle in accordance with the person's needs and preferences. This unit applies to workers in varied disability services contexts. Work performed requires some discretion and judgement and may be carried out under regular direct, indirect or remote supervision.

| CHCPAL003 | Deliver care services using a palliative approach | This unit describes the performance outcomes, skills and knowledge required to provide care for people with life-limiting illness and those within the normal ageing process using a palliative approach, as well as end-of-life care. This unit applies to workers in a residential or community context. Work performed requires some discretion and judgement and is carried out under regular direct, indirect or remote supervision. |

National recognition

These competencies have been drawn from the nationally endorsed industry training package the Community Services Training Package (CHC). On successfully completing the training and assessment, the CHC33021 Certificate III in Individual Support (Ageing & Disability Support) qualification will be issued. A transcript listing all units of competency will also be issued. The qualification and units of competency are nationally recognised and provide individuals with a valuable qualification that can be applied throughout Australia and the wider health and community services sector. Meditech Training College will issue a qualification within 30 days of the final assessment being completed.

Program outline

This course is delivered over eight (8) Academic terms of 400 contact hours each (10 weeks x 20 hours x 8 terms), including twelve (12) weeks for work placement purpose. Within each term, units of competencies are sequenced in a modular format based on their delivery hours.

A typical weekly schedule will involve 2 sessions x 8 hours and 1 session x 4 hours. The schedule may vary from group to group depending on classroom and staff availability and allocations. A suggested program schedule is presented in the document. Unit contents will be divided in the relevant topics and students will have an opportunity to learn, practice (formative tasks), and complete their summative tasks at prescribed times/junctures in the sequence of delivery.

Locations

Classroom training and practical skills training will be delivered at the following locations:

- **Classroom Training Site**:
- Insert Address of Training Room Finder location, once confirmed

Expected duration

The program is designed to be delivered over 12 months. Meditech Training College is able to support participants that need additional time. Alternatively, participants who have pre-existing skills and knowledge may be able to complete the course in a shorter duration.

Assessment requirements

Assessments are completed independently by the student. Types of assessments may include:
- **Case Study**: where students read a case study or watch a video and respond to questions relating to the case study
- **Demonstration:** where students can demonstrate what they have learned for a particular workplace task or skill
- **Journal**: where students develop a reflective diary over a period in respect of an issue or topic covered within a course

- **Portfolio**: where students collect evidence (such as videos, photos or artefacts) regarding the completion of a range of practical tasks.
- **Presentation**: where students are asked to present their assessment work as a presentation in PowerPoint other formats as prescribed
- **Project**: where students undertake a range of activities over a period and present these activities in a coherent form
- **Short Answers**: where students complete a range of questions within an approximated word limit
- **Quiz**: where students answer a range of questions and select a correct answer from a range of options, including multiple choice and true or false
- **Reflective Activity**: where students reflect on their own personal experiences regarding an aspect of their course or having undertaken a practical task
- **Research Report**: where students develop an in-depth analysis of an issue or topic based on comprehensive research (to a level appropriate to the AQF level of the Course)
- **Role Play:** where students can explore realistic situations by interacting with people in a managed way in order to develop experience and trial different workplace situations.
- **Verbal/Oral Assessment** involves the student in a structured interview with the Trainer/Assessor. The student is given the nature and scope of the assessment ahead of time.
- **Written Report**: where students provide a written account of a task or activity

Workplace Assessments are a core part of structured workplace learning. They will involve:
- Questions that will be centred around your work environment and the transference of skills at work.
- A series of workplace activities to demonstrate competency. This is usually an action plan or series of events you will need to undertake in the workplace and then provide evidence of how successful you were with completing these tasks, activities or projects.
- Your Trainer/Assessor to ask your supervisor or manager to complete a report confirming competency on specific areas within the workplace.

Practical (work) placement

Students in the CHC33021 Certificate III in Individual Support (Ageing & Disability Support) are required to participate in a minimum of 120 hours practical placement within an accredited early childhood education and care service. Noting this, the Meditech Training College program is delivered over 52 weeks and expects the student will be engaged in a minimal of 5 hours work placement each week which will generally exceed the minimum hours. The Student is given opportunities to observe, develop and practice the required skills, and the availability of appropriately qualified workplace supervisors, who can provide the appropriate supervision and guidance must be confirmed. It is critical that the student participates in regular work placement over the entire duration. This is necessary to allow for a workplace context in the assessment and workplace observation which is a requirement for every unit. All students are required to maintain a work placement log book in order to record their wSorked hours and the age groups care was provided for.

Pre- Checks

Meditech Training College will undertake a workplace suitability check prior to the Student commencing their work placement and includes Students submitting the following documents:

• An **employment** current National Police Check
• A NDIS Workers Screening Check (required by some workplaces)
• A current Working with Children Check (required by some workplaces)

Paid Work Placement hours may be available to approved candidates with our partner organisation Meditech Staffing; subject to successful onboarding process as a Support Worker with Meditech Staffing. Should the Student be unsuccessful in the Meditech Staffing recruitment process, Meditech Training College will source a suitable host organisation to undertake unpaid work placement.

Entry requirements

There are no specified entry requirements for this qualification specified within the Industry Training Package.

Noting this, Meditech Training College requires persons who undertake this course to:

− Be aged 18 years or over.

− IELTS 5.5

− Hold a current NSW Working with Children check.

− Have suitable language, literacy and numeracy skills to read and comprehend learning materials and perform tasks related to recording care routines, maintaining education and care notes, providing written feedback to parents, recording medication and nutritional information, interpreting workplace policy and procedure, reporting hazards, preparing child development sessions and develop child development programs.

Please note. Meditech Training College will engage with persons expressing interest in enrolment to discuss their language, literacy and numeracy skills. Meditech Training College can provide additional learning support to students who require basic assistance. For students who have more fundamental support needs, Meditech Training College can refer these students to a specialist language, literacy and numeracy development provider who can assist students to improve their language, literacy and numeracy skills to enable them to suitably commence the course.

Recognition of Prior Learning

Applicants can apply for recognition of their existing skills and knowledge that are relevant to the units of competency within the program. These skills and knowledge may have been obtained through workplace training or experience and may reduce the number of units required to be completed during the program. Students are encouraged to notify Meditech Training College of their interest or intention to apply for RPL prior to their enrolment. We will provide you a pre-training review questionnaire that gathers information about your prior experience. This information is then used to determine the best pathway for you to achieve competency.

Student Information

Detailed student information is available within our Student Handbook which is supplied with the enrolment package. This booklet contains important information about a student's rights and obligations such as their right to privacy, a safe training environment and the right to complain or appeal an assessment decision. It is important that persons applying for enrolment have had an opportunity to review this information first. Please contact us and we can send this information to you straight away.

Dress and Equipment Requirements

Students are required to present to class in neat, casual attire suitable for participation in practical activities. Specific clothing requirements for practical placement will be discussed during Day 1 Induction; however, at a minimum student will require plain black pants (knee length shorts are acceptable – track pants or leggings are prohibited) and suitable closed toe shoes.

Student will require basic stationary and a notebook according to their own study preferences during classroom learning sessions and their own self-paced study. Access to a computer which has an internet connection is recommended to assist students to undertake study and research in response to some assessment tasks.

Students may bring portable electronic devices to classroom sessions such a small laptops or tables if they wish. Students are advised that no provision will be made to charge these devices in the classroom and charging or power extension leads are not to be used in the classroom.

Cost

This course is available on a fee for service arrangement. The current cost can be found in our Fee Schedule along with details of refund rights and obligations.

Contact us and get the ball rolling!

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