This nationally recognised qualification can prepare you for an exciting career working with the elderly people in a variety of environments.

Contributing significantly to the nation’s economy and welfare, the “Community Services and Health is Australia’s largest industry grouping employing 9% of the workforce.” (ABS 2012a) With Australia having an ageing population, demand for workers in this field will continue to grow.

4Life delivery combines both classroom-based theory study with practical training in a simulation lab where industry specific skills are taught and developed before undertaking a compulsory vocational work placement in an aged care facility, respite care or hostel environments.

With this qualification you will be able to:

› Carry out activities to maintain personal care, assisting the elderly person with activities of daily living.
› Ensure activities and services relate to their individualised plan.
› Support individual health and emotional wellbeing.
› Assist clients with dementia and palliative care.

Is the career path right for you?

If you are compassionate with a genuine desire to support the elderly, have motivation and enthusiasm with the ability to connect with people, then this is the right career path for you.

Career Opportunities

› Personal Care Assistant
› Aged Care Worker
› Residential Care Worker
› Accommodation Support Worker
› Assisting in Nursing
› In-home Respite Worker

COURSE DETAILS

Delivery Mode
Interactive classroom-based training, including role plays, simulations and compulsory work placement.

Learners will be required to undertake self-directed learning outside of classroom delivery.

Assessment Methods
› In-class activities
› Case studies
› Short answer questions
› Simulations
› Projects
› Presentations
› Workplace observations
› Workplace activities
› Workplace logbook

Learning Materials
› Learner Guide
› Additional readings
› Web links to articles
› DVD’s and Youtubes
› Work Placement Guide

Funding
This course is Austudy/Abstudy approved. You will need to apply directly to Centrelink for information on eligibility.
**Entry Requirements**

**English language requirements:** This course requires you to read learner guides, articles, handouts and assessments. You require a level of English proficiency to undertake in class discussions and simulations with your trainer and fellow learners, and also whilst on work placement.

- English proficiency to Year 10 level
- Language Literacy and Numeracy Test undertaken pre enrolment

**Age:** 16 years and over

**Education requirements:** Year 10 or equivalent

**Fitness:** Work in this industry can be physically demanding therefore learners need to be reasonably physically fit as the role involves providing direct personal care, including showering, toileting and manual handling of an aged adult. Bending, reaching, stretching and kneeling are common movements required by Aged Care Workers.

**Duration**

This course has a total of 763 hours which is a combination of classroom-based training, self study, assessments and work placement.

Work placement is compulsory. Learners are required to undertake a 120 hours to maximum of 240 hours of work placement. Please note that 120 hours equates to 15 standard nursing shifts. Work placement shifts usually begin at 7.00am and finish at 3.30pm.

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**SA & NSW INTAKE DATES**

Rolling Student Intake
(Please ring 1300 245 433 for next available start date).

**Articulation Pathways**

At the completion of CHC30212 Certificate III in Aged Care, learners may decide to undertake CHC40108 Certificate IV in Aged Care.

**RPL:** RPL kit available on request.

**Why select 4Life for your Certificate III in Aged Care?**

**Your course:** This is a highly interactive course where you will learn skills in our simulation lab, giving you the confidence in your ability to undertake your work placement. This gives employers peace of mind as they do not have to train you in basic skills that should be known before you start your placement. On the day you start most employers will undertake an orientation of their organisation including Work Health & Safety. You may also be required to sign a confidentiality agreement.
Your Trainers have many years’ experience working in aged care, all have current industry experience and related qualifications. They are passionate about preparing students to work in this exciting growth industry. “Looking after our older people is such a unique and rewarding experience”.

4Life staff are here to help you succeed and we want nothing more than to help you graduate. Some of the ways 4Life can assist you is by:

› Provide on-going contact and personalised support.
› Make a wide range of personal and academic support available to assist you to succeed.

4Life offers a framework of positive education while you develop the skills to become an effective Aged Care Worker. Your days will be filled with group discussions, written activities, role plays, interactive class activities and practical skill development, all expertly designed to assist you to understand and work as an Aged Care Worker.
**Course structure:** This course has 14 units of competency, which includes 9 core units and 5 elective units. Our classroom-based course is delivered as below:

**Learning and assessment matrix:** Unit Sequencing, Study Periods and Clustering

<table>
<thead>
<tr>
<th>ORDER OF STUDIES</th>
<th>MODULE</th>
<th>UNIT CODE</th>
<th>UNIT TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study Period 1 – Introduction to Aged Care and Disability</td>
<td>Module 1 – Working with older people</td>
<td>CHCAC318B</td>
<td>Work effectively with older people</td>
</tr>
<tr>
<td></td>
<td>Module 2 – Workplace health and safety</td>
<td>CHCWHS312A</td>
<td>Follow WHS safety procedures for direct care work</td>
</tr>
<tr>
<td>Study Period 2 – Health and Safety</td>
<td>Module 3 – Healthy bodies</td>
<td>HLTAP301B</td>
<td>Recognise healthy body systems in a healthcare context</td>
</tr>
<tr>
<td></td>
<td>Module 4 – Planning and conducting personal care</td>
<td>CHCICS301B</td>
<td>Provide support to meet personal care needs</td>
</tr>
<tr>
<td>Study Period 3 – Individual Client Support</td>
<td>Module 5 – Industry knowledge</td>
<td>CHCCS411C</td>
<td>Work effectively in the community sector</td>
</tr>
<tr>
<td>Study Period 4 – Aged Care Industry</td>
<td>Module 6 – Dementia</td>
<td>CHCAC319A</td>
<td>Provide support to people living with dementia</td>
</tr>
<tr>
<td>Study Period 5 – Specialist support</td>
<td>Module 7 – Palliative care</td>
<td>CHCPA301B</td>
<td>Deliver care services using a palliative approach</td>
</tr>
<tr>
<td>Study Period 6 – Elective Units</td>
<td>Module 8 – Elective units</td>
<td>HLTHIR403C</td>
<td>Work effectively with culturally diverse clients and co-workers</td>
</tr>
<tr>
<td></td>
<td></td>
<td>HLTAID003</td>
<td>Provide first aid</td>
</tr>
</tbody>
</table>

Please note the delivery may vary slightly with practical skills introduced in Module 1.
Work Placement

Most units in this qualification require assessment to be undertaken in the workplace. There is between 120 and 240 hours of work placement in this course.

4Life will arrange and coordinate your work placement. However, many students prefer to find their own work placement and 4Life will support students who nominate this as their preference.

Workplace assessment involves evaluation of the performance of the student, over a range of practical skills, under actual workplace conditions and over several occasions. Students will be well prepared for their placement as they will have practiced these skills under the supervision of their 4Life trainer in the 4Life simulation lab before commencing their vocational work placement.

Students currently employed in an appropriate Aged Care workplace may complete their assessment requirements within their own workplace and may not need to find a host employer.

Workplace assessments consist of three individual parts:

a) Logbook, which requires the learner to document the hours worked including a range of practical tasks observed by their work buddy or supervisor.

b) Observation by their trainer while the learner carries out a variety of tasks while working with their residents and/or other team members.

c) Related written assessment tasks that vary from reflection to writing case notes and understanding the organisation’s policies, procedures and operations.

Please note work placement is not paid work

Insurance

4Life College provides insurance cover for the compulsory work placement and will provide an insurance certificate to your host employer.

Additional Requirements

Prior to commencing work placement, there are a range of requirements that you will need to meet. These include:

National Criminal Record Check

Prior to commencing work placement, students will be required to undertake a Criminal Record Check (CRC) to obtain a National Police Certificate. Students need to apply at least 6 weeks prior to undertaking work placement.

Please note that the above costs are the responsibility of the student and not included in course fees.

Uniform: 4Life College provides students on work placement with two (2) polo shirts.

Whilst on work placement, students are required to wear navy or black slacks/trousers/skirt and enclosed flat soled shoes (not sports runners). These costs are the reasonability of the student.
GETTING HERE IS EASY

SYDNEY – AUSTRALIA  IN THE HEART OF SYDNEY CBD

4Life College is located at Level 2, 269 Sussex Street, Sydney, with many nearby transport options including buses and trains. In the heart of the CBD you are close to Sydney Harbour, restaurants, cafes and shops galore.

ADELAIDE – SOUTH AUSTRALIA  10 MINUTES FROM ADELAIDE CBD

4Life College is located at Suite 9, 311 Glen Osmond Road, Glenunga. Surrounded by eateries and shops, just minutes from the Adelaide city centre, there are many bus links you can access to get you here quickly and easily.