

CERTIFICATE IV IN AGED CARE WORK



This qualification is ideal if you work in areas of complex care and are looking to take your operational and co-ordination skills to the next level.

Compulsory units

CHCAC12C	Provide services to an older person with complex needs
CHCOHS401A	Implement and monitor OHS policies and procedures for a workplace
CHCAC6C	Support the older person to meet their emotional and psychosocial needs
CHCAC7C	Plan and monitor service delivery plans
CHCADMIN3B	Undertake administrative work
CHCCOM3C	Utilise specialist skills to build strong relationships
CHCCS2C	Deliver and develop client services
CHCCS301A	Work within a legal and ethical framework
CHCGROUP3C	Plan and conduct group activities
CHCINF2B	Maintain the organisation's information systems
CHCORG5B	Maintain an effective work environment
CHCCOM2B	Communicate appropriately with clients and colleagues
CHCINF8B	Comply with information requirements of the aged care and community care sectors
CHCOHS302A	Participate in safety procedures for direct care work
CHCORG3B	Participate in the work environment

Elective Units > Choose 3 from the following:

CHCAC15A	Provide care support which is responsive to the specific nature of dementia
CHCAD1C	Advocate for clients
CHCCS304A	Assist with self medication
CHCCS405A	Work effectively with culturally diverse clients and co-workers
CHCMET2B	Maintain effective networks
CHCDIS1C	Orientation to disability work

Criminal record check

Students should be aware that if they possess a criminal record involving violence or abuse, there may be restrictions to their practical placements, workplace and career options involving contact with aged and vulnerable people. Students will be required to undergo a criminal records check prior to undertaking practical placement.

DISTANCE LEARNING PAYMENT OPTIONS

Pay upfront

Choose this option and you can **save 10%** off the cost of the course.

Enrolment fee	\$ 180
Tuition fees	<u>\$2,590</u>
Total regular fees	\$2,770

Reduced fees \$2,493 You save - \$277

Pay monthly

Choose this option with a deposit followed by monthly, interest free, direct debit instalments.

Deposit	\$365
Monthly direct debit	\$185 x 13

TO ENROL

Call **07 3355 6168**

Monday - Friday 9am – 5pm

OR

Enrol online at

www.royalcollege.com.au

Course code	CHC40102
Study time	14 months
Prerequisites	None
Delivery modes	Distance learning, or Workplace based.

Distance learning

This means that you are studying by correspondence. You may already be working in aged care and want to improve your skills. Or, you may be considering a move into this fast-growing, rewarding sector.

Workplace based

This means that you are a trainee, or enrolled with a group of others at your workplace, or undertaking Recognition of Prior Learning. Fees for workplace based training are negotiated with you and/or your employer.

Learning materials provided

There are 14 units (subjects) in this course. A comprehensive learner guide is provided for each unit.

Assessment requirements

Each unit has a range of activities, questions and projects to be completed. Plus, you will be required to do workplace based assessment.

Workplace based assessment

Workplace training gives students the opportunity to develop practical job skills, such as interacting with people in a professional environment, developing communication skills, as well as an insight into particular job roles and responsibilities. Workplace training is a mandatory part of this course.

You'll need to undertake a total of 100 hours in residential and/or community care services.

When you enrol, you will be provided with guidelines for organising your placement, forms to be completed to inform us of your workplace arrangements, and information for your workplace supervisor.