Certificate IV in Home and Community Care – CHC40212 (version 4.1)

Australian Workplace Training offers Certificate IV in Home and Community Care via two delivery modes. Online (E-Learning) and Externally.

This qualification addresses work in client homes and other community settings within defined organisational guidelines and service plans. These workers carry out activities related to maintaining an individual’s well being through personal care and/or other activities of living, may provide services to individuals with complex needs, and/or work with groups of older people (work may include training and support to promote independence and community participation, which may be provided as part of activities and programs in a variety of home and community care settings).

Occupational titles may include:
- Personal Care Worker
- Assistant coordinator
- Day Activity Worker
- In-home respite care
- Service coordinator
- Community support worker

An interview with a Trainer will be arranged prior to your enrolment. In this interview any difficulty you might experience with your training will be discussed, these may be language, literacy or physical disabilities. If you have any concerns or special needs please discuss them with the trainer during the interview as support could be available for you.

External and Online students study this course at their own pace, however it is anticipated the course will be completed in approximately twelve months, it can be completed earlier depending on the individual. Students work at home with self paced units and have access to a trainer either face to face or by phone, fax, correspondence and email for assistance. Students are required to maintain monthly contact with their trainer.

A current Police Certificate (within the last 12 months) will be required before work placement is commenced. It is your responsibility to apply and pay any costs associated with the Police Clearance. A current Police Clearance is a requirement of industry.

During the course ‘work experience’ is to be arranged by the student at a suitable venue(s). At the end of the course you will be expected to have completed a minimum of 100 hours of ‘work experience’ to enable the assessment of your ability to implement your training under working conditions. Please discuss this with your trainer at your interview.

The qualification is achieved by ‘successfully completing’ all the suggested units. This can be achieved by participating in training sessions, completing assignments and by demonstrating your ability by putting the learning into practice under working conditions during the ‘work experience’. Skills Recognition is available.

Skills for All
An initiative of the Government of South Australia

Australian Workplace Training is a Skills for All Training Provider
Some of our courses are funded through the Government of South Australia’s Skills for All initiative. Please visit our website or contact us for a list of our Skills for All courses. Eligibility Criteria Apply—Visit www.skills.sa.gov.au for eligibility criteria

Please Turn Over
To gain entry into this course you must be recognised as competent, through a recognised training program or recognition process, against the following units from CHC30308 Certificate III in Home and Community Care (or equivalent).

CHCAC3188 Work effectively with older people, CHCDIS301B, Work effectively with people with a disability, CHCICS304B Work effectively with carers

This qualification consists of 15 units; 6 core and 9 elective

### Course Structure

**Core**

- CHCAC416A Facilitate support responsive to the specific nature of dementia
- CHCCS411C Work effectively in the community sector
- CHCHC401C Coordinate and monitor home based support
- CHCICS402B Facilitate individualised plans
- HLTWHS300A Contribute to WHS processes
- HLTHIR404D Work effectively with Aboriginal and/or Torres Strait Islander people

**Elective**

- CHCAD401D Advocate for clients
- CHCADMIN403D Undertake administrative work
- CHCCS400C Work within a relevant legal and ethical framework
- CHCNET404B Facilitate links with other services
- CHCORG406C Supervise work
- CHCICS410A Support relationships with carers and families
- CHCAC412B Provide services to older people with complex needs *prerequisite unit CHCAC3188
- CHCAC417A Implement interventions with older people at risk of falls
- CHCCOM403A Use targeted communication skills to build relationships

Each unit includes the relevant training and assessment materials required to achieve competency

### Cost

**Fee for Service**

<table>
<thead>
<tr>
<th>Course Fees</th>
<th>$200.00 per unit</th>
<th>Total of $3000 for all 15 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>RPL</td>
<td>$ 75.00 per unit</td>
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<tr>
<td>Credit Transfer</td>
<td>$ 25.00 per unit</td>
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**Skills for All**

Student Course Fee  
Concession Course Fee

This course is not available through the Skills for All initiative with Australian Workplace Training.

**Incidental Fees:**

- Work Placement T-shirt - $25.00
- Work Placement Badge - $4.00

More information on Skills for All Fees, Concessions and Exemptions can be found by visiting or website at [www.awt.edu.au](http://www.awt.edu.au)

For more information or to enrol, please contact **Australian Workplace Training** on 8282 7600