



## Certificate III in Home and Community Care

### CHC30308 Certificate III in Home and Community Care

#### Course Overview

These students will gain the knowledge and skills to be able to assist people, such as the elderly and disabled, to maintain their independence and wellbeing. The skills will be developed to allow them to work unassisted in the community sector and care for clients in their homes and aged care facilities through this course.

#### Target Audience:

- Care assistant / worker
- Home maintenance worker
- Care service employees
- In-home respite giver
- Community care worker
- Personal care assistant
- Community support worker
- Personal care giver / worker
- Disability support worker
- Planned activity assistant
- Driver
- Transport support worker
- Food services deliverer
- Support worker
- Home care worker

This course is provided through a flexible delivery method, supported with online resources. This means the participant can undertake learning activities at a time convenient to workplace demands without having to leave the work site to attend workshops. All that is required is access to a computer and the internet.

An initial induction into the program is provided at the time of enrolment when we assess and recognise existing skills the participant may possess. This enables them to receive advanced-standing in the program and allows us to focus on the skills they need to develop.

A coach is allocated to the participant and is available on-line or by phone Monday to Friday during working hours. Assessments are completed and submitted on-line to our qualified assessors who provide feedback in a timely manner.



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### Total Number of Units Required: 14

#### 10 Core Units required:

- Work effectively with older people
- Provide support to people living with dementia
- Work effectively in the community sector
- Work effectively with people with a disability
- Work effectively in a home and community care environment
- Provide support to meet personal care needs
- Participate in the implementation of individualised plans
- Work effectively with carers
- Follow safety procedures for direct care work

#### And one of these:

- Work effectively with culturally diverse clients and co-workers
- Work effectively with Aboriginal and/or Torres Strait Islander people

#### And a choice of 4 Elective units:

- Support individual health and emotional well being
- Deliver care services using a palliative approach
- Advocate for clients
- Communicate appropriately with clients and colleagues
- Deliver and monitor services to clients
- Work within a relevant legal and ethical framework
- Facilitate responsible behaviour
- Support group activities
- Provide behaviour support in the context of

individualised plans

- Participate in networks
- Recognise healthy body systems in a health care context
- Care for the home environment of clients
- Follow basic food safety practices
- Oversee the day-to-day implementation of food safety in the workplace
- Apply and monitor food safety requirements
- Assist clients with medication (Note pre-requisite HLTAP301A)
- Support older people to maintain their independence
- Provide services to older people with complex needs (Note pre-requisite CHCAC318A)
- Maintain an environment to empower people with disabilities
- Support people with disabilities who are ageing
- Support community participation and inclusion
- Contribute to skill development and maintenance
- Work effectively in mental health
- Provide administrative support
- Comply with information requirements of the aged care and community care sectors
- Contribute to implementation of service delivery strategy

Time required to complete the qualification: 2 years full-time or up to 4 years part-time.

Average time to complete: 6 months

Contact IPS Institute to organise enrolment today

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