

DISABILITY CERTIFICATE III *NRT

National code: CHC30408 Training package: CHC08

TAFE NSW number: TVET 18171

NSW Board of Studies course number

240 hours (2 units x 2 years)

2 Units - 43531

- 240 hours (4 units x 1 year)

2 Units - 43532

360 hours

- 240 hours (4 units x 1 year)

2 Units - 43532

AND

- 120 hours (2 units x 1 year)

2 Units - 43530

Entry requirements

This TAFE NSW delivered Vocational Education and Training (TVET) course is available for students who are enrolled in school studying for their NSW Board of Studies Higher School Certificate. Students should be in either Year 11 or Year 12.

Students should be at least 16 years old to undertake the work placement for this course as they will be in a work environment with vulnerable people and duty of care requires a substantial level of maturity.

Learning and Assessment in the Workplace

You will be required to do work placement as part of the assessment of this course.

The working with children check

Students working with children with a disability may be required by their workplace to sign an 'Applicant declaration and consent' form. Follow this link for more information about the working with children check.

<https://check.kids.nsw.gov.au/background-check-consent.php>

Students outside of NSW will be required to refer to their own state/territory working with children agency.

Criminal Record Check

Students may be required by their workplace to undertake a Criminal Record Check (CRC) to obtain a National Police Certificate, either through a state or territory police service or through the Australian Federal Police. Please note that this check may take several weeks to complete and students will be required to pay for their own Criminal Record Check.

Gaining the working with children check and criminal record check are the responsibility of the student.

Overview

This TVET course is a NSW Board of Studies endorsed course.

The Certificate III in Disability addresses work in the community and/or residential facilities under direct or regular supervision within clearly defined organisation guidelines and service plans.

These workers:

- Carry out activities to maintain personal care and/or other activities of living for people with a disability
- Carry out activities related to an individualised plan
- Report directly to a supervisor and are not responsible for other workers.

*NRT – Nationally Recognised Training, this indicates that the course is an accredited course and is nationally recognised.

Award

This qualification is a NSW Board of Studies Non-framework Course. Final results do not count towards the ATAR.

Students who successfully complete the 360 hour TVET course will receive:

- A Certificate III (AQF)

Some options you may consider for further study include:

- Certificate IV in Disability
- Certificate IV in Community Services Work
- Diploma of Community Services Work
- Diploma of Youth Work
- Certificate IV in Alcohol and Other Drug
- Diploma of Alcohol and Other Drug
- Certificate IV in Mental Health
- Diploma of Mental Health
- Diploma of Alcohol, Other Drugs and Mental Health
- Certificate III in Aged Care
- Certificate IV in Aged Care
- Certificate III in Home and Community Care
- Certificate IV in Home and Community Care

Vocational outcomes

Students who successfully finish the complete the Certificate qualification will be able to apply for the following possible jobs:

- Accommodation support worker
- Assistant in nursing *
- Care assistant

- Client assistant
- Community access coordinator
- Community care worker
- Community house worker
- Community support worker
- Disability service officer
- Disability support officer
- Disability support worker
- Family support worker
- Field officer
- Home care assistant
- In-home respite care worker
- Nursing assistant *
- Personal care assistant
- Personal care giver
- Personal care worker
- Residential aide
- Residential care officer
- Residential care support worker
- School support officer (working with children with disabilities)
- Support worker

*Not relevant in some jurisdictions

These are just a few examples. However, you should discuss potential employment positions and the industry with your OTEN teachers.

This qualification has been carefully designed with industry representatives and therefore well-recognised for preparing those wishing to enter the Disability industry and perform the role of an employee in a range of sectors with improved confidence.

Duration

OTEN offers:

- 240 hours of study. 2 Units in Year 11 and 2 Units in Year 12 (Statement of attainment)
- 240 hours of study. 4 units in Year 11 or Year 12 (Statement of attainment)
- 360 hours of study. 4 units in Year 11 and 2 Units in year 12 (Certificate III in Disability Work)

Hardware and software required

To complete the units in this qualification you will need a computer with a CD/DVD drive and be able to access email and the internet.

Computer requirements

Macintosh	Windows
OS X ver 10.3 +	Windows 2000/XP

Supported Browsers

Macintosh	Windows
Safari 3.2 or higher Firefox 3 or higher	Internet Explorer 7 or higher Firefox 3 or higher

To use all the features of the learning resources you will need the following:

- Adobe Flash Player version 9 or higher to play activities
- Adobe Reader to open and read the .pdf documents
- Word to open and submit assignments

OTEN cannot support other hardware or software.

Structure

OTEN is a provider of distance education. You will complete this TVET course by:

- Studying our CD of learning materials at home or at school
- Completing assignment work which you send in to us for comment and assessment
- Completing a compulsory minimum of 35 hours of work placement for 240 hours of study is required and a further 35 hours in Year 12 for the 360 hour course.

We may use a wide range of techniques to teach and assess you in this course including:

- e-mail
- telephone and fax
- workshops or tutorials
- written feedback
- teleconferences
- visits to your school and/or work placement venue
- video or audio evidence
- Online Support Site (OLS)
- Adobe connect sessions

Units

All of the units of competency (units) needed to complete this TVET course are available through OTEN. Contact the TVET Consultant for up to date information.

240 Hour

<i>CORE units compulsory</i>	<i>Name</i>	<i>BOS Hrs</i>	<i>TAFE Hrs</i>
CHCDIS301A	Work effectively with people with a disability	40	40
CHCCS411A	Work effectively in the community sector	45	50
CHCCS400A	Work within a legal and ethical framework	30	40
HLTHIR403B	Work effectively with culturally diverse clients and co-workers	20	20
CHCDIS302A	Maintain an environment designed to empower people with disabilities	30	75
CHCOHS312A	Participate in safety procedures for direct care	25	30
CHCDIS322A	Support community participation and inclusion	35	75
CHCAD401D	Advocate for clients	20	40
CHCDIS313A	Support older people with disabilities	30	40

360 HOUR

<i>360 hour Compulsory units</i>	<i>Name</i>	<i>BOS Hrs</i>	<i>TAFE Hrs</i>
CHCDIS323A	Contribute to skill development and maintenance	30	40
CHCICS305A	Provide behaviour support in the context of individualised plans	25	40

CHCICS301A	Provide support to meet personal care needs	35	40
CHCICS302A	Participate in the implementation of individualised plans	20	30
CHCICS303A	Support individual health and emotional well being	35	40

Support community participation and inclusion

This unit describes the knowledge and skills required by the worker to maximise the participation of a person with a disability into various community settings, functions and activities to enhance their psychosocial well being and lifestyle

Advocate for clients

This unit describes the knowledge and skills required by the worker to support clients to voice their opinions or needs and to ensure their rights are upheld

Support people with disabilities who are ageing

This unit describes the knowledge and skills required to support a person with a disability who is ageing

The unit covers identifying current and future needs, supporting the rights and interests of the person, independent thinking and action and understanding and supporting a person with a disability who has dementia

Contribute to skill development and maintenance

This unit describes the knowledge and skills required to participate in supporting people with disability to develop and maintain skills in order to maximise independence

Provide behaviour support in the context of individualised plans

This unit describes the knowledge and skills required to support and engage people to use positive and adaptive responses in their daily routines

Provide support to meet personal care needs

This unit describes the knowledge and skills required by workers within their designated role and responsibilities to support or assist a client with their personal care needs within the framework of an individualised care support plan

Participate in the implementation of individualised plans

This unit describes the knowledge and skills required to provide support for people to sustain quality of life according to individualised plans

Unit Description

Unit	Description
Work effectively with people with a disability	This unit describes the knowledge and skills required as an introduction to working and communicating with people with a disability
Work effectively in the community sector	This unit describes the skills and knowledge required to work effectively in a community work or service delivery setting with communities, clients, carers, staff, visitors, suppliers and others to meet established work requirements
Work within a relevant legal and ethical framework	This unit describes the knowledge and skills required to work within a legal and ethical framework that supports duty of care requirements
Work effectively with culturally diverse clients and co-workers	This unit deals with the cultural and linguistic awareness required for effective communication and cooperation with persons of diverse cultures and linguistic needs
Maintain an environment to empower people with disabilities	This unit describes the knowledge and skills required by the worker to facilitate the empowerment of a people with disability by fostering self determination, independence and strengths
Participate in safety procedures for direct care	This unit is specifically designed to cater for safety aspects of work involving delivery of services in aged care, home and community care and disability services

Support individual health and emotional well being

This unit describes the knowledge and skills required by the worker to support a client's health and emotional well being

Learning materials

OTEN will provide learning materials in this TVET course in some/all the form of:

- Online delivery
- Printed lesson notes
- Assessment guides
- Textbooks
- Software
- CD
- DVD

Assessment

This TVET course is assessed differently from your other HSC subjects. It is based on your competencies or work skills. You will be assessed by:

- Assignment work which you send in to us
- Workplace assessment
- Work Placement

Exclusions

If a student undertakes an additional vocational course e.g. Hospitality, Business Services or Retail Operations it may prevent some students undertaking units in this TVET course. Refer to the NSW Board of Studies website www.boardofstudies.nsw.edu.au for further information.

School-Based Part-Time Traineeships

This TVET course can be studied as part of a school based part time Traineeship. Students will need to complete 2 years of the course to be eligible to achieve the Certificate III in Disability.

Supervision and support

Your OTEN teacher and your school VET Coordinator/Supervisor will work together to help you to complete your TVET course.

OTEN provides support for students with a disability. This can be arranged by contacting the TVET Consultant.

Recognition

TAFE NSW recognises the skills and knowledge that you have gained through previous studies, work and life experiences. If you are granted recognition in a unit of competence within your qualification, you do not have to complete the work for that subject. This may reduce the hours in your course. If you would like to know more, contact the TVET Consultant.

Also, please refer to the HSC/TAFE Credit Transfer website: www.det.nsw.edu.au/hsctafe for the most current information regarding credit transfer arrangements.

Enquiries and enrolment

For further assistance about the industry or information about the TVET course content, contact (02) 9715 8504 and ask for the Community Services TVET teaching section.

Your school should contact the:

TVET Consultant

OTEN
51 Wentworth Rd
Strathfield NSW 2135

Ph. (02) 9715 8153 or 1300 554 014
Fax: (02) 9715 8400
Email: oten.tvet@tafensw.edu.au

Or visit the website

www.oten.edu.au/oten/tvet