Completion of Certificate III in Home and Community Care will develop your skills to carry out activities related to an individualised plan and to maintain personal care and other activities for people in their own homes.

Who Should Attend
This qualification addresses work in client homes and other community settings under regular supervision within clearly defined organisational guidelines and service plans. Potential career paths include: care assistant, in-home respite giver, personal care giver, home care worker, disability support worker and community care worker.

Course Structure
There are a total of 14 units to complete the qualification. The course will be delivered via a mixed delivery method of on-line learning and practical assessment activities completed in an organisation that delivers a range of services and interventions to clients. Work placement may take place in a range of contexts such as community-based organisations and outreach services.

The course can be completed within a 12 month period. The anticipated hours required to complete a qualification range from 3-9 hours per week.

Prerequisites
No pre-requisites are required however a current National Police Check will be required to complete work placement hours.

Recognition of Prior Learning (RPL)
RPL is available for each Unit of Competency based on relevant workplace experience, formal training, or other expertise. To apply for RPL, please submit documentation in portfolio form for evaluation.

Inclusions
Courses include on-line learning materials, assessments and certification. Trainer and Assessor support is provided throughout the learning via email and telephone.

On the Job Work Experience
A number of units within the course require practical experience to support the learning. Students not employed in industry are required to arrange a work placement of no less than 100 hours at a suitable host organisation. Assessment activities will form part of the work placement.

"If there were more educators like you around, then I am sure mature-age students wouldn’t find formal study so confronting.”
Marilyn Howson, Group Leader
AGED CARE STANDARDS AND ACCREDITATION AGENCY

The Certificate III in Home & Community Care is the perfect first step qualification for those wanting to work in a home care setting.

This course is delivered in partnership with RTO: 6998
Course Outline
The online e-Learning course addresses the following units of competency from the National Community Services Training Package. All competencies must be successfully completed to attain the certificate.

Core Units

<table>
<thead>
<tr>
<th>UNIT CODE</th>
<th>UNIT DESCRIPTION</th>
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</thead>
<tbody>
<tr>
<td>CHCAC318B</td>
<td>Work effectively with older people</td>
</tr>
<tr>
<td>CHCAC319A</td>
<td>Provide support to people living with dementia</td>
</tr>
<tr>
<td>CHCCS411C</td>
<td>Work effectively in the community sector</td>
</tr>
<tr>
<td>CHCDIS301C</td>
<td>Work effectively with people living with a disability</td>
</tr>
<tr>
<td>CHCHC311C</td>
<td>Work effectively in home and community care</td>
</tr>
<tr>
<td>CHCICS301B</td>
<td>Provide support to meet personal care needs</td>
</tr>
<tr>
<td>CHCICS302B</td>
<td>Participate in the implementation of individualised plans</td>
</tr>
<tr>
<td>CHCICS304B</td>
<td>Work effectively with carers</td>
</tr>
<tr>
<td>CHCWHS312A</td>
<td>Follow safety procedures for direct care work</td>
</tr>
</tbody>
</table>

Elective Units

<table>
<thead>
<tr>
<th>UNIT CODE</th>
<th>UNIT DESCRIPTION</th>
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<tbody>
<tr>
<td>HLTHIR403C</td>
<td>Work effectively with culturally diverse clients and co-workers</td>
</tr>
<tr>
<td>CHCCS400C</td>
<td>Work within a relevant legal and ethical framework</td>
</tr>
<tr>
<td>CHCCS311D</td>
<td>Deliver and monitor services to clients</td>
</tr>
<tr>
<td>CHCAD401D</td>
<td>Advocate for clients</td>
</tr>
<tr>
<td>CHCAC317A</td>
<td>Support older people to maintain their independence</td>
</tr>
</tbody>
</table>

Course Fees and Payment Options

<table>
<thead>
<tr>
<th>PAY BY WEEKLY INSTALLMENT</th>
<th>PAY BY MONTHLY INSTALLMENT</th>
<th>PAY UPFRONT</th>
</tr>
</thead>
<tbody>
<tr>
<td>$55 per week with a $415 enrolment fee¹</td>
<td>$350 per month with a $605 enrolment fee²</td>
<td>Pay upfront $2,750, saving $305 (10% discount)</td>
</tr>
</tbody>
</table>

¹Payments made over a period of 48 consecutive weeks, totalling $3,055
²Payments made over a period of 7 consecutive months, totalling $3,055

Government Funding and Incentives
At both state and federal level, the government’s commitment to upskilling the Australian workforce has resulted in a comprehensive framework of funding schemes and incentive opportunities. As a result, many participants find that their courses are often heavily subsidized*.

How to Apply
Whether you’re inquiring as an individual, or as a manager acting on behalf of one or more employees, the easiest way to apply is to contact Upskilled:
- Select from more than 40 nationally accredited certificate and diploma courses
- Complete an application form at www.upskilled.edu.au
- Submit the form and an Upskilled Education Manager will contact you.

*Eligibility for traineeships will be determined by an Australian Apprenticeship Centre. Further information can be found at www.australianapprenticeships.gov.au; This Training is delivered by Enterprise and Training Company RTO: 6998

Incentives of up to $3,000 are available to businesses for each eligible* employee as part of the Australian Apprenticeships Incentives Program.

Other Related Qualifications
1. Certificate III in Aged Care
2. Certificate IV in Aged Care
3. Certificate IV in Community Services Work
4. Certificate III in Disability

Sydney Office
Level 3
657 Pacific Highway
St Leonards
NSW 2065
Postal
PO Box 487
St Leonards
NSW 1590
Adelaide Office
Office 4, Suite 6
Innovation House
First Avenue, Mawson Lakes
SA 5095
Phone
1300 009 924
Fax
1300 277 177
Email
info@upskilled.edu.au
Web
www.upskilled.edu.au
RTO ID
40374
ABN
14 125 906 676