



About United Colleges of Australia Pty Ltd as the trustee for UCA Unit Trust

T/A United Colleges of Australia

We aim to provide an attractive quality vocational education training within simulation workplace environment in Community Service and Ageing Support fields.

Our college is committed to the highest standard in the provision of vocational education training under Australian Qualification Framework. Our code of practice base on the Education Service for Overseas Student (ESSOS) Act 2000, the National Code 2018, and the VET Quality Framework- RTO Standard 2015.

We achieve this commitment through its culture of quality driven by stakeholder feedback, its quality assurance review process and key responsibilities held by all members of the United Colleges of Australia (UCA)s' team.

At United Colleges of Australia (UCA), we commit to give you many chances to study more. You can take an extra study support in each lesson from both on and off campus. We also offer you with one to one support to help you with your study skills development. We have a well-resourced student learning support where you can access such as our computer labs which allow you to do some extra study with experienced and well-qualified professionals support staff.

Our campus locates on Level 2, 303 Pitt Street, Sydney right in the middle of Sydney's CBD. You can walk to many interesting places such as Town hall, QVB, Darling Harbour, Sydney Opera house, and China Town or The University of Technology, Sydney and TAFE. A minutes' walk to Town hall train Station; one minutes' walk to shopping centre; cafes restaurants bars and shopping all on your doorstep. Our ultra-modern campus gives you comfortable and modern classrooms with interactive teaching technology with free high-speed Wi-Fi.



Qualification Pathway

At United Colleges of Australia (UCA), we offer the Australian National Accredited courses in Community Service field. Our course appropriate and open for those:

Experienced in service and ageing support abilities, who wish to develop and refine their skills further

- Who want to develop the community service and ageing support skills to a sufficient level to enter into a university level qualification
- Who is seeking to be promoted or who are currently employed seeking to take on a supervisory role in service and ageing support area
- Who are fully experienced within this vocational area and are seeking formal recognition of their existing skills
- University graduates who wish to gain competency-based skills in service and ageing support sector prior to employment.

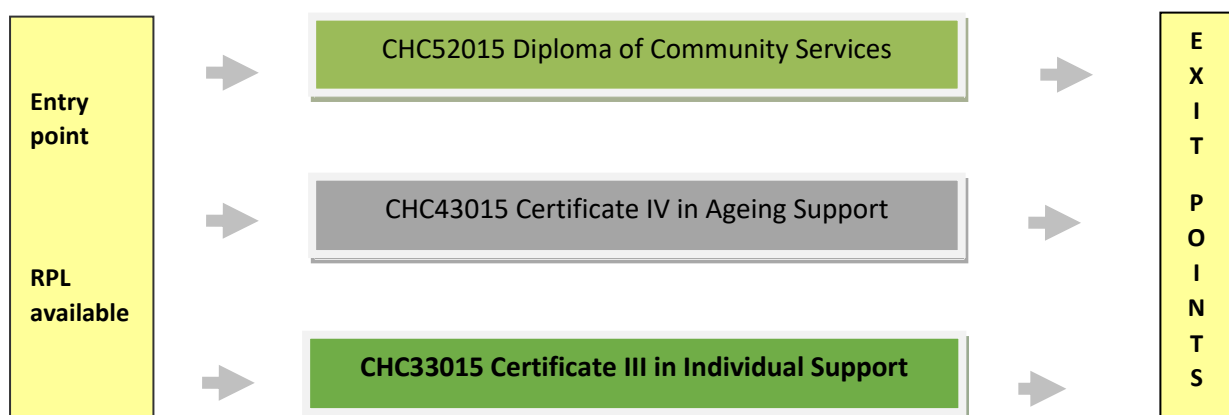


Figure 1: Qualification Pathway for Community Services Courses



CHC33015 CERTIFICATE III IN Individual Support

Course Overview:

This qualification reflects the role of workers in the community and/or residential setting who follow an individualised plan to provide person-centred support to people who may require support due to ageing, disability or some other reason. Work involves using discretion and judgement in relation to individual support as well as taking responsibility for own outputs. Workers have a range of factual, technical and procedural knowledge, as well as some theoretical knowledge of the concepts and practices required to provide person-centred support.

To achieve this qualification, the candidate must have completed at least 120 hours of work as detailed in the Assessment Requirements of the units of competency.

Entry Requirement:

- All students must be over 18 years of age.
- Students who intend to enrol in this course must prove their successful completion of Australian Year 11 (or above) or international equivalent.
- Students must have good communication skills. Candidates whose English is not their first language may be required to prove their English language skills, which is equivalent to upper intermediate level (IELTS 5.5).
- All students need a reasonable level of physical fitness as the role involves direct personal care that involves physically assisting clients which involves bending and manual handling tasks.

Pathway:

After completing the CHC33015 Certificate III in Individual Support, students may articulate into further study of the Certificate IV in Ageing Support offered by any RTO.

Job Outcome:

Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- Assistant in nursing
- Care Assistant
- Care Worker
- Disability Service Worker
- Community Care Worker
- Community House Worker



- Community Support Worker
- Home Care Assistant
- In-house Respite Worker
- Personal Care Worker

This program (CHC33015 Certificate III in Individual Support) is delivered in an institution-based environment with face to face delivery. The mode of training is highly practical with a combination of practical projects, practical tasks, case study tutorials, group activities and theory-based documents. A work placement session will be allocated in the last term of the study period.

Course Structure: Duration:

40 tuition weeks. (52 Weeks include break) The course consists of 13 units and is clustered into 4 groups in order to be delivered within 4 terms of full-time study load. The term duration is 10 weeks, a work placement session will be arranged in the last term of each student's study.

Please refer to the unit description on <https://training.gov.au/Training/Details/CHC33015>.

Note: please refer to the prior to enrolment kit for the course fee, cancel & refund policy, the enrolment term and condition, and the student welfare support service provided.



CHC33015 Certificate III in Individual Support

Delivery Structure (10 Weeks per Term)

TERM ONE

Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
1- HLTAID003 Provide first aid	40	10	10	60
2- HLTINF001 Comply with infection prevention and control policies and procedures	60	20	20	100
3- CHCCCS023 Support independence and well being	40	10	10	60
4- CHCLEG001 Work legally and ethically	60	20	20	100
Total	200	60	60	320

Break

TERM TWO

Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
5- CHCCCS015 Provide individualised support	60	20	20	100
6- HLTAAP001 Recognise healthy body systems	40	10	10	60
7- CHCCOM005 Communicate and work in health or Individual Supports	60	20	20	100
8- CHCDIV001 Work with diverse people	40	10	10	60
Total	200	60	60	320

Break



TERM THREE				
Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
9- HLTWHS002 Follow safe work practices for direct client care	40	10	10	60
10- CHCAGE001 Facilitate the empowerment of older people	60	20	20	100
11- CHCCCS011 Meet personal support needs	40	10	10	60
12- CHCCCS025 Support relationships with carers and families	40	10	10	60
Total	200	60	60	320
Break				
TERM FOUR				
Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
13- CHCHCS001 Provide home and community support services	80	20	20	120
Work place training	120	0	0	120
Total	200	20	20	240

BSB40215 CERTIFICATE IV IN BUSINESS

Course Overview:

This qualification reflects the role of support workers who complete specialised tasks and functions in aged services; either in residential, home or community-based environments. Workers will take responsibility for their own outputs within defined organisation guidelines and maintain quality service delivery through the development, facilitation and review of individualised service planning and delivery.



Workers may be required to demonstrate leadership and have limited responsibility for the organisation and the quantity and quality of outputs of others within limited parameters.

To achieve this qualification, the candidate must have completed at least 120 hours of work as detailed in the Assessment Requirements of the units of competency.

Entry Requirement:

- All students must be over 18 years of age.
- Students who intend to enrol in this course must prove their successful completion of Australian Year 12 (or above) or international equivalent, or have industry experience in Ageing Support or any relevant community service jobs with a minimum of 2 years.
- Students must have good communication skills. Candidates whose English is not their first language may be required to prove their English language skills, which is equivalent to upper intermediate level (IELTS 5.5).
- All students need a reasonable level of physical fitness as the role involves direct personal care that involves physically assisting clients which involves bending and manual handling tasks.

Pathway:

After completing the CHC43015 Certificate IV in Ageing Support, students may articulate into further study of the Diploma of Community Services Management offered by any RTO or they may have opportunities to continue their studies in bachelor degree programs offered by any Australian Higher Education providers.

Job Outcome:

Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- Care Supervisor
- Care Team Leader
- Day Activity Worker
- Hostel Supervisor
- Personal Care Worker
- Accommodation Support Worker



Delivery and Assessments

This program (CHC43015 Certificate IV in Ageing Support) is delivered in an institution-based environment with face to face delivery. The mode of training is highly practical with a combination of practical projects, practical tasks, case study tutorials, group activities and theory-based documents. A work placement session will be allocated in the last term of the study period.

Course Structure: Duration:

40 tuition weeks. (52 Weeks include break) The course consists of 18 units and is clustered into 4 groups in order to be delivered within 4 terms of full-time study load. The term duration is 10 weeks, a work placement session will be arranged in the last term of each student's study.

Please refer to the unit description on <https://training.gov.au/Training/Details/CHC43015>.

Note: please refer to the prior to enrolment kit for the course fee, cancel & refund policy, the enrolment term and condition, and the student welfare support service provided.



CHC43015 Certificate IV in Ageing Support

Delivery Structure (10 Weeks per Term)

TERM ONE

Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
1- CHCCCS011 Meet personal support needs	40	10	10	60
2- CHCLEG003 Manage legal and ethical compliance	40	15	15	70
3- HLTAAP001 Recognise healthy body systems	40	15	15	70
4- HLTAID003 Provide first aid	40	10	10	60
5- CHCAGE003 Coordinate services for older people	40	10	10	60
Total	200	60	60	320

Break

TERM TWO

Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
6- CHCCCS006 Facilitate individual service planning and delivery	40	15	15	70
7- CHCCCS023 Support independence and wellbeing	40	10	10	60
8- CHCDIV001 Work with diverse people	40	10	10	60
9- HLTWHS002 Follow safe work practices for direct client care	40	10	10	60
10-CHCADV001 Facilitate the interests and rights of clients	40	10	10	60
Total	200	55	55	310

Break



TERM THREE				
Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
11- CHCAGE005 Provide support to people living with dementia	40	10	10	60
12- CHCPAL001 Deliver care services using a palliative approach	40	10	10	60
13- CHCPRP001 Develop and maintain networks and collaborative partnerships	40	15	15	70
14- CHCAGE001 Facilitate the empowerment of older people	40	10	10	60
15- CHCAGE004 Implement interventions with older people at risk	40	10	10	60
Total	200	55	55	310
Break				
TERM FOUR				
Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
16- CHCCCS025 Support relationships with carers and families	20	10	10	50
17- HLTHPS006 Assist clients with medication	20	10	10	50
18- HLTHPS007 Administer and monitor medications	40	10	10	60
Work place training	120	0	0	100
Total	200	30	30	260

CHC52015 Diploma of Community Services

This qualification reflects the roles of community services, case management and social housing workers involved in the managing, co-ordinating and/or delivering of person-centred services to individuals, groups and communities.



At this level, workers have specialised skills in community services and work autonomously under broad directions from senior management. Workers are usually providing direct support to individuals or groups of individuals. Workers may also have responsibility for the supervision of other workers and volunteers and/or case management; program coordination or the development of new business opportunities.

Note that the Statutory & forensic child, youth & family welfare specialisation must be achieved in order to meet the minimum education requirements for child protection and youth justice practice in Victoria. In addition, to meet the minimum education requirements for entry into child protection practice in Victoria, diploma qualifications must be approved by the Australian Community Workers Association (ACWA)

To achieve this qualification, the candidate must have completed at least 100 hours of work as detailed in the Assessment Requirements of units of competency.

Entry Requirement:

- All students must be over 18 years of age.
- Students who intend to enrol in this course must prove their successful completion of Certificate IV in Ageing Support or equivalent or complete any AQF qualification in the relevant field.
- Students must have good communication skills. Candidates whose English is not their first language may be required to prove their English language skills, which is equivalent to upper intermediate level (IELTS 5.5).
- All students need a reasonable level of physical fitness as the role involves direct personal care that involves physically assisting clients which involves bending and manual handling tasks.

Pathway:

After completing the CHC52015 – Diploma of Community Services, students may articulate into further study of the Advanced Diploma of Community Services Management offered by any RTO or they may have opportunities to continue their studies in Bachelor Degree programs offered by any Australian Higher Education providers.

Job Outcome:

This qualification aims to provide candidates with the skills and knowledge required to effectively perform the following job roles:



- Community Services Worker
- Early Intervention Worker
- Group Facilitator Program Coordinator
- Youth Officer
- Support Facilitator
- Welfare Worker
- Client Service Assessor

Delivery and Assessments

This program (CHC52015 – Diploma of Community Services) is delivered in an institution-based environment with face to face delivery. The mode of training is highly practical with a combination of practical projects, practical tasks, case study tutorials, group activities and theory-based documents. A work placement session will be allocated in the last term of the study period.

Course Structure: Duration:

40 tuition weeks. (52 Weeks include break) The course consists of 16 units and is clustered into 4 groups in order to be delivered within 4 terms of full-time study load. The term duration is 10 weeks, a work placement session will be arranged in the last term of each student's study.

Please refer to the unit description on <https://training.gov.au/Training/Details/CHC52015>.

Note: please refer to the prior to enrolment kit for the course fee, cancel & refund policy, the enrolment term and condition, and the student welfare support service provided.



CHC52015 Diploma of Community Services				
<i>Delivery Structure (10 Weeks per Term)</i>				
TERM ONE				
Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
1- CHCCCS007 Develop and implement service programs	40	10	10	60
2- CHCLEG003 Manage legal and ethical compliance	60	20	20	100
3- HLTWHS004 Manage work health and safety	40	10	10	60
4- CHCAGE001 Facilitate the empowerment of older people	60	20	20	100
Total	200	60	60	320
Break				
TERM TWO				
Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
5- CHCDEV002 Analyse impacts of sociological factors on clients in community work and services	40	10	10	60
6- CHCCOM003 Develop workplace communication strategies	40	10	10	60
7- CHCCSM005 Develop, facilitate and review all aspects of case management	40	10	10	60
8- CHCDIS008 Facilitate community participation and social inclusion	40	10	10	60
9- CHCDIV003 Manage and promote diversity	40	10	10	60
Total	200	50	50	300
Break				
TERM THREE				
Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours



		Hours	Hours	
10- CHCPRP001 Develop and maintain networks and collaborative partnerships	60	20	20	100
11- CHCMGT005 Facilitate workplace debriefing and support processes	40	10	10	60
12- CHCCCS004 Assess co-existing needs	30	10	10	60
13- CHCPRP003 Reflect on and improve own professional practice	30	10	10	60
14- CHCCSM004 Coordinate complex case requirements	40	10	10	60
Total	200	60	60	320
Break				
TERM FOUR				
Unit of competency	Face to face Hours	Home work Hours	Projects Work Hours	Combined Hours
15- CHCCSM006 Provide case management supervision	50	15	15	80
16- CHCCSM007 Undertake case management in a child protection framework	50	15	15	80
Work place training	100	0	0	100
Total	200	30	30	260



RPL and advance standing:

Students are able to apply for Recognition of Prior Learning (RPL) from the previous qualification gained or practical experience.

You require providing evidence that will demonstrate competency in the learning outcomes of the course.

Benefits of PRL/RCC/Credit Transfer:

- Conforms to the requirements for equity in adult education programs.
- Avoids the problem of students having to unnecessarily repeat learning experiences.
- Encourages the development of various assessment procedures.
- Assesses the candidates current competence in comparison to the stated standards of competence required.
- Clarifies what relevant skills the student does and does not possess so that the learning program can be tailored accordingly.
- The RPL will be granted when all the stated learning and performance criteria of the training courses have been shown to be met.
- Upon successful RPL granted, the course duration will be shorter and will affect your study duration which state on the confirmation of enrolment (COE) document.