



CHC52015

## Diploma of Community Services

FOR DOMESTIC STUDENTS

Duration	24 months
Location(s)	All states
Delivery	Online with face to face assessing

### ABOUT THIS COURSE

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.

### ELIGIBILITY

A pre-enrolment process to establish suitability to undertake the course and to determine support requirements will be conducted, which will include a Language, Literacy and Numeracy (LLN) assessment.

### STUDY & CAREER PATHWAYS

Possible relevant job titles include:

- Community Care Manager
- Community Worker
- Support Worker

### COURSE FEES

Tuition Fee <i>includes \$400 non-refundable enrolment fee</i>	\$5,600.00
Resources Fees <i>purchased through Karen Sheldon Training</i>	\$0.00
Recognition of Prior Learning (RPL)	\$ 120. <sup>00</sup> per unit

### UP-FRONT PAYMENT

Karen Sheldon Training does not accept any more than \$1,400.00 up front prior to commencement of the course. This includes the \$400 non-refundable enrolment fee. Students can pay the remainder in instalments during course progression.

### PAYMENT PLANS

Karen Sheldon Training can arrange personalised and flexible payment plans to suit all our learners circumstances, which can be arranged on request prior to commencement.

# QUALIFICATION CONTENT

**Total number of units:** 16 - 8 compulsory core units plus 8 elective units\*

## CORE UNITS

CHCCCS007	Develop and implement service programs
CHCCOM003	Develop workplace communication strategies
CHCDEV002	Analyse impacts of sociological factors on clients in community work and services
CHCDIV003	Manage and promote diversity
CHCLEG003	Manage legal and ethical compliance
CHCMGT005	Facilitate workplace debriefing and support processes
CHCPRP003	Reflect on and improve own professional practice
HLTWHS004	Manage work health and safety

## ELECTIVE UNITS

CHCAOD004	Assess needs of clients with alcohol and other drugs issues
CHCCCS004	Assess co-existing needs
CHCCCS019	Recognise and respond to crisis situation
CHCCSM004	Coordinate complex requirements
CHCCSM005	Develop, facilitate and review all aspects of case management
CHCCSM006	Provide case management supervision
CHCCSM007	Undertake case management in a child protection framework
HLTAID011	Provide first aid

*\*Alternative electives can be discussed with your trainer prior to commencement. Elective units must be relevant to the work environment and the qualification.*

## LICENSING / REGULATORY INFORMATION

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

## RESOURCES

Students are provided with a personal online LMS account and/or hardcopy learner guides. Students are responsible for the purchase of additional textbook/s and resources relevant to this qualification.

## ASSESSMENT

Assessments vary with each unit, including Questioning, a Project, an Observation or Supervisors report. You will be provided with an assessment guide.

## WORK PLACEMENT REQUIREMENTS

This qualification requires 100 hours of work placement.

## RECOGNITION OF PRIOR LEARNING (RPL) & CREDIT TRANSFERS

Students can apply for Credit Transfers and Recognition of Prior Learning during pre-enrolment or after enrolment. Students must complete an RPL Self-Assessment before application, followed with and an interview with an assessor, whereafter final assessments will be made based on evidence provided.

## WITHDRAWING FROM A QUALIFICATION

You may withdraw from this qualification and receive, where relevant, a Statement of Attainment for all units of competency you have successfully completed.

## SUPPORT SERVICES

Karen Sheldon Training supplies support for students in many areas, including: Careers and Employment, Equal Opportunity, Discrimination and Harassment advice and Learner Support Services.