COURSE DELIVERY - Course is made up of 17 units - 10 core units and 7 elective units.

Core units are:
- CHCCOM002 Use communication to build relationships
- CHCDIV001 Work with diverse people
- CHCLAH001 Work effectively in the leisure and health industries
- CHCLAH002 Contribute to leisure and health programming
- CHCLAH003 Participate in the planning, implementation & monitoring of individual leisure & health programs
- CHCLAH004 Participate in planning leisure and health programs for clients with complex needs
- CHCLAH005 Incorporate lifespan development & sociological concepts into leisure & health programming
- CHCPRP003 Reflect on and improve own professional practice
- HLTAAP002 Confirm physical health status
- HLTWHS002 Follow safe work practices for direct client care

Elective Units are:
- CHCAGE005 Provide support to people living with dementia
- CHCDIS002 Follow established person-centred behaviour supports
- CHCDIS003 Support community participation and social inclusion
- CHCCCS023 Support independence and well being
- CHCVOL003 Recruit, induct and support volunteers
- CHCDIS007 Facilitate the empowerment of people with a disability
- CHCAGE001 Facilitate the empowerment of older people

North Ringwood Community House Inc
35-39 Tortice Drive (PO Box 2489)
Ringwood North Vic 3134

Office: Monday- Friday 9.00am - 5.00pm
phone 03 9876 3421    fax 03 9879 0739

Registered Training Organisation 6434
email: admin@nrch.org.au
www.nrch.org.au

Student Support Services
RPL and Credit Transfer Available
Return to Study Workshop
Computer Technology courses & support
Moodle Support
Language & Literacy Support
Career & Pathways information
Free Car Parking available
FREE Childcare for those eligible for Government funding
(limited places available - enquire at the administration office)
Optional First Aid Course (fee for service)

People with disabilities are welcome to apply
Certificate IV in Leisure & Health

Courses Commencing: Day, Evening and Saturday courses - please contact us for the next intake

About the Course
Make a positive contribution to the lives of the older people. You will receive practical training during this course which will provide a rewarding career path.
Course is delivered using flexible learning and assessment methods.
Course will be held at North Ringwood Community House, 35-39 Tortice Drive Ringwood North 3134.
Classroom attendance is required, homework and group discussions.
Off-site manual handling training provided.
Return to Study class and study support available.
There is a 120 hour work placement component in an aged care facility. More information will be available at the pre-enrolment interview.
On-line resources and support including course timetables and assessment materials.
Pathways and Career information provided.

Prerequisites
Participants must have completed Year 10 or equivalent OR be of mature age with work/life experience and appropriate literacy and numeracy skills.

Assessment
Students will be assessed using a range of assessment methods including oral presentations, written assessment, practical assessment, project work, group work, participation in class discussions and workplace assessment.

Application Procedure
You will be asked to attend a pre-enrolment interview and advised what documentation to bring with you. You will be required to undertake a literacy and numeracy assessment.

Any questions you have regarding the course will be answered. You will also be offered an application for Recognition of Prior Learning (RPL) which takes into account skills and knowledge which you have gained through previous study or work. After discussion with the Training Coordinator, if you wish to enrol, enrolment paperwork will need to be completed.

Victorian Training Guarantee
Generally you are eligible for government subsidised training if you are:
an Australian citizen
an Australian Permanent Resident (holder of a permanent visa)
a New Zealand citizen
and under 20 years of age OR 20 years and older and "upskilling" by seeking to enrol in a course at a higher level than your existing qualification.

COST OF THE COURSE
Funded Fee: If you meet the eligibility requirements for Government subsidised training the following fees and charges apply.

Skills Victoria Funding:

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<th>Description</th>
<th>Fee</th>
<th>Concession</th>
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</thead>
<tbody>
<tr>
<td>Tuition Fee</td>
<td>$600</td>
<td>$120</td>
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<tr>
<td>Student Services</td>
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<td>$100</td>
</tr>
<tr>
<td>Manuals</td>
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<td>$195</td>
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<tr>
<td>Total</td>
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<td>$415</td>
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Fee for service
If you do not meet the eligibility requirements for Government subsidised training the following fees and charges apply

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</thead>
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<tr>
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*Concession Fees are available to those on government pensions and health care cards. These cards must be produced and a copy made for our records.

A deposit of $200 is required to confirm enrolment. An additional $300 must be paid prior to course commencement and a payment plan for the balance will be negotiated prior to enrolment.

Training delivered with Victorian State & Commonwealth Government Funding

“The student tuition fees as published are subject to change given individual circumstances at enrolment. Additional fees may apply such as student services and amenities fees”.

Accreditation/Certification
North Ringwood Community House Inc is an Accredited Training Organisation No. 6434. This course is nationally recognised and accredited. On completion of the course you will receive a testamur for the qualification.