

Mid North Coast Community College

Individual Support (Disability) Program

Face to face classroom based

Introduction

Mid North Coast Community College Ltd is a Registered Training Organisation (RTO number 45596) is proud to offer the 2022 Individual Support (disability) program as a 26 week program with a mandatory 120 hours of work placement in an disability support environment.

If you want to join a caring profession, the Mid North Coast Community College (MNCCC) Individual Support (Disability) Program will give you the preparation you need to support employment within the disability care sector.

This Program:

- Will enable you to work in residential facilities and carry out activities to maintain personal care and/or other activities of living for people in a disability support setting in the community or in a group home situation.
- Is suitable for people who would like to establish a career in disability support and is also relevant to those who are already working under direct supervision in the field of home care or disability and are looking to develop new skills and further their career.
- Reflects the role of workers in the community and/or residential setting who follow an individualised plan to provide person-centered support to people who may require support due to disability or some other reason.
- Will lead to the achievement of a nationally recognized CHC33015 Certificate III in Individual Support (Disability) for learners who successfully complete the program.

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Who is responsible for your training?

Mid North Coast Community College Ltd. is responsible under the National Vocational Education and Training Regulator Act 2011 for the quality of the training and assessment being delivered in this course and for the issuance of all AQF certificates.

Program Units of Competency and VET Awards

The program consists of the following units of competency and VET Awards (for learners successfully completing the relevant assessment components):

Units Of Competency	VET Award
<ul style="list-style-type: none"> • CHCCOM005 Communicate and work in health or community services • CHCLEG001 Work legally and ethically • HLTWHS002 Follow safe work practices for direct client care • HLTIINF001 Comply with infection prevention and control policies and procedures • HLTAAP001 Recognise healthy body systems • CHCCCS015 Provide individualised support • CHCDIS001 Contribute to ongoing skills development using a strengths-based approach • HLTAID003 Provide First aid • CHCCCS023 Support independence and well being • CHCDIV001 Work with diverse people • CHCDIS003 Support community participation and social inclusion • CHCDIS002 Follow established person-centered behavior supports • CHCDIS007 Facilitate the empowerment of people with disability 	CHC33015 Certificate III in Individual Support (Disability)

Mid North Coast Community College has organised these units of competency into relevant clusters relating to shared skills and knowledge or shared work tasks. This results in an efficient delivery of training and assessment and a structure that is very logical for learners.

To achieve the qualification CHC33015 - Certificate III in Individual Support within this program, a learner must be assessed as competent in 13 units of competency. These units of competency are comprised of 7 core units and 6 elective units.

The CHC33015 - Certificate III in Individual Support delivered within this program is outlined below:

Mode of delivery:	Blended, combining classroom sessions, self-paced study	
Course duration:	26 weeks (typically delivered between the hours of 9.30 am and 3.30 pm on Tuesday, Wednesday and Thursday each week of the program), plus 120 hours of work placement	
Unit delivery structure and sequence:	Sequence	Units
	1	CHCCOM005 Communicate and work in health or community services
	2	CHCLEG001 Work legally and ethically
	3	HLTWHS002 Follow safe work practices for direct client care
	4	HLTINF001 Comply with infection prevention and control policies and procedures"
	5	HLTAAP001 Recognise Healthy body system
	6	CHCCCS015 Provide individualised support
	7	CHCDIV001 Work with diverse people
	8	HLTAID003 Provide first aid
	9	CHCCCS023 Support independence and well being
	10	CHCDIS001 Contribute to ongoing skills development using a strength based approach
	11	CHCDIS003 Support community participation and inclusion
	12	CHCDIS002 Follow established person-centered behavior support
	13	CHCDIS007 Facilitate the empowerment of people with a disability

National recognition

These competencies have been drawn from the nationally endorsed industry training package the Foundation Skills Training Package (FSK) and the Community Services Training Package.

On successfully completing the training and assessment, the relevant VET award (Statement of Attainment or Qualification) will be issued within 30 days of the final program assessment being completed and verified through our internal processes. A transcript listing all units of competency will also be issued.

The qualification and units of competency are nationally recognised and provide individuals with a valuable pathway to employment or further study.

Program outline

The course will be delivered over 26 weeks, face-to-face (or Zoom), self-paced and online learning activities and work placement.

The standard course attendance time a minimum of 11 hours per week, typically delivered between the hours of 9.00 am and 3.00 pm, 2 days per week for 26 weeks.

Whilst learners will attend the formal trainer led training sessions averaging 11 hours per week, the training is enhanced through self-paced activities as set out in the learner workbook and online activities and self-paced learning and feedback of minimum 15 hours per week, as well as the benefits that comes with work placement.

A learning log is completed by the student to capture work placement experience relevant to the program and signed off by the Workplace supervisor (3rd Party) and the assessor.

Locations

This program/course will be delivered at the following locations:

- MNCCC Port Macquarie Campus: 77 Hasting River Drive, Port Macquarie NSW 2444

Expected duration

The program is designed to be delivered over 26 weeks. Mid North Coast Community College. is able to support participants that need additional time. If you need extra time to complete your training, please apply for an extension via your trainer and course coordinator

Alternatively, participants who have pre-existing skills and knowledge may be able to complete the course in a shorter duration.

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Assessment requirements

Throughout your course, your trainer/assessor will collect evidence of your competence against set benchmarks.

The assessment methods used may incorporate a combination of realistic workplace tasks, projects, practical demonstrations and knowledge tests, written and oral assessments as well as observation.

The following assessment methods are applicable to the demonstration of your competency within the program:

- **Practical Demonstration** The trainer provides assessment and training events through demonstration. The learner is required to demonstrate a range of skills and applied knowledge whilst being observed. Third party evidence provided by the Workplace Supervisor will support the work conditions and performance expectations

These tasks typically involve the learner performing a practical task required of their job which is aligned to an approved assessment; and will also generally involve a discussion between the learner and the workplace supervisor / assessor immediately after the demonstration to gather further evidence of competency through verbal questioning.

- **Portfolio of Work** The learner is required to prepare a portfolio of work based on completed activities which reflect requirements of the work placement applicable to the unit of competency.

A portfolio of work may include photographs, audio (where appropriate) and completed work based documents aligned to the specifications of the assessment. (Subject to employer permission). Learners are reminded to retain a copy of their own work before submission.

The assessor will review the submitted portfolio of work against the requirements of the unit of competency to conduct the assessment.

- **Written/Reflection** The learner is required to respond to a range of questions and/or case study activities. The learner will research their answers from the issued learning material and other references.

A written knowledge assessment will relate directly to the required knowledge evidence in the units of competency and aims to collect both the valid and sufficient evidence of the candidate's knowledge. (where writing is difficult this form of an assessment will be substituted or supplemented to account for the learning barrier)

The assessor will review the learner's submission and using assessment benchmarks will review this work and provide feedback to the learner. The learner is expected to provide a satisfactory response for all questions and case study activities.

- **Presentation/Observation** The learner is required to undertake a range of tasks. Where appropriate, the learner will be supplied with template documents, access to equipment and tools and will be observed with feedback provided by the trainer.

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- **Third Party Feedback** The learner is required to complete a workplace experience record (Log book) and have their work place supervisor record their comments in the log book in accordance with their work placement policy. The work place supervisor will observe and report on performance (3rd party evidence) aligned to each unit of competence.

The Assessor will meet with the Workplace Supervisor to discuss performance and review the comments. The assessor will observe the student complete all unit of competency. The trainer will record the assessment outcome in the logbook and other documentation as required.

Practical (work) placement

Students in the CHC33015 - Certificate III in Individual Support are required to participate in a minimum of 120 hours work placement.

Prerequisites

There are no pre-requisites or entry requirements identified in the relevant training packages.

Entry requirements

Port Macquarie Community College require that learners participating within this program:

- Must be 15 years or older
- Provide photo Identification is required to be sighted prior to course commencement.
- Funded learners must meet funding eligibility prior to commencement
- Literacy, numeracy and digital assessment is a requirement prior to commencement but may be estimated using varying methods.
- All program participants must be fully vaccinated against COVID-19 prior to course commencement and will be required to provide a valid COVID-19 vaccination certificate.
- A Police Check is required for industry work placement.

Note: Any disclosable offences arising from the police check need to be advised pre course commencement, as these items may affect your ability to undertake work placement

Recognition of Prior Learning

Applicants can apply for recognition of their existing skills and knowledge that are relevant to the units of competency within the program.

Students need to notify Mid North Coast Community College Ltd of their interest or intention to apply for RPL prior to their enrolment (by submitting certified copies of qualifications previously obtained). We will provide you a pre-training review questionnaire that gathers information about your prior experience. This information is then used to determine the best pathway for you to achieve competency.

Student Information

Detailed student information is available within our Student Handbook which is supplied with the enrolment package. This booklet contains important information about a student's rights and obligations such as their right to privacy, a safe training environment and the right to complain or appeal an assessment decision. It is important that persons applying for enrolment have had an opportunity to review this information first. Please contact us and we can send this information to you straight away.

Dress and Equipment Requirements

Students are required to present to class in neat, casual attire suitable for participation in practical, workshop activities including suitable closed toe shoes. In preparation for work placement and future employment, students are encouraged to wear dark pants and a plain light coloured polo shirt. Appropriate Personal Protection Equipment (PPE) will be issued according to the practical task being undertaken. The use of appropriate PPE is not negotiable.

Students will require basic stationary and a notebook according to their own study preferences during classroom learning sessions and their own self-paced study. Access to a computer which has an internet connection is recommended to assist students to undertake study and research in response to some assessment tasks.

Students should bring portable electronic devices to classroom sessions such as small laptops or tablets. Students are advised that no provision will be made to charge these devices in the classroom and charging or power extension leads are not to be used in the classroom. Students are issued with login details to the Cengage Text Book, and the online Goggle Classroom.

Cost

Smart & Skilled concessions are available for this qualification. This course may also be available on a fee for service arrangement. The current cost can be found in our Fee Schedule along with details of refund rights and obligations.

Subsidised Prices – Eligibility as per smartandskilled.nsw.gov.au	
First Qualification	\$1 450
Second Qualification	\$1 750
Concession	\$ 240/\$ 0 if eligible for job trainer
Full Fee (Un Subsidised)	\$6 500

Contact us and get the ball rolling!

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