

CHC52015 – Diploma of Community Services (CRICOS Code 108168A)

Duration

Calendar Year: 104 weeks

Terms:

6 x 9 weeks (54 weeks) classroom-based learning, plus
20 weeks of practical placement

Study Type: Full Time, 20 hours / week

Location

Level 2, 1 James Place, North Sydney NSW 2060

Level 6, 8 Quay Street, Haymarket NSW 2000

Course Fee

\$12,000.00

Application Fee

A non-refundable Administration Fee of \$250 is to be paid with the deposit.

Additional Fees

Material Fees: \$200 (Material Fee covers cost of provision of online resources and printing of class material, class tests/quiz, and assessment cover forms).

Assessment Arrangements

Observation/Practical Skills; Oral Questioning; Written; Case Studies; Portfolio of Evidence; Simulated.

Delivery Modes

Learners are provided with materials for each individual unit which includes materials used in training sessions, assessment materials (other than tests) and reference materials. All training will be delivered using a blended mode (face to face and online), including use of simulated situations where required.

Emphasis will be made on simulating “real life situations” in order to develop the skills identified in the “employability skills” for this qualification.



COMMUNITY

Phone: 02 9211 4958

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Website: www.ee.edu.au

Address: Level 6, 8 Quay Street
Haymarket, NSW 2000

Elite Education Vocational Institute

RTO ID: 45018

CRICOS Code: 03546G



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COURSE STRUCTURE	
Subject	Units
Subject 1: Legal and ethical compliance	HLTWHS004 Manage work health and safety
	CHCLEG003 Manage legal and ethical compliance
Subject 2: Society and diversity	CHCDEV002 Analyse impacts of sociological factors on clients in community work and services
	CHCDIV003 Manage and promote diversity
	CHCCOM003 Develop workplace communication strategies
Subject 3: Personal and professional development	CHCPRP003 Reflect on and improve own professional practice
	BSBWOR501 Manage personal work priorities and professional development
Subject 4: Case management Part I: Working with clients	CHCCCS004 Assess co-existing needs
	CHCCSM004 Coordinate complex case requirements
	CHCCSM005 Develop, facilitate and review all aspects of case management
Subject 5: Case management Part II: Working with peer case workers	CHCCSM006 Provide case management supervision
	BSBWOR502 Lead and manage team effectiveness
	BSBADM502 Manage meetings
	CHCMGT005 Facilitate workplace debriefing and support processes
Subject 6: Program development	BSBPMG522 Undertake project work
	CHCCCS007 Develop and implement service programs
Subject 7: Workplace Practical Placement (Vocational workplace activities and assessments)	Practical assessment tasks for all units of competency to be completed during the students' vocational placements.

Equipment

Students will need to do some self-study as well as assessment preparation throughout their course of study. As a result, access to a computer as well as internet access needs to be available to students (it is highly recommended that students purchase their own device to ensure that there is no limitation). In addition, EEVI has made a fully equipped computer lab, free Wi-Fi access as well as a library available to students which they can use for self-study during EEVI business hours.

Recognition of Prior Learning (RPL)

Elite Education Vocational Institute (EEVI) supports the national policy of recognition of qualifications and Statements of Attainment issued by other Registered Training Organisations (RTO). Credit Transfer will only be offered for the units of competency packaged within the qualification offered by EEVI. An application can be made for RPL if the student believes that they have already attained the necessary skills and competencies elsewhere (work, other study etc.). An RPL application form is available from the Manager, Student Administration Services upon request. Students must provide documentation to support their application.

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Entry Requirements

- Domestic learners or international learners on an Australian student visa
- Over 18 years of age
- Education background:
 - CHC33015 - Certificate III in Individual Support; or
 - CHC43115 - Certificate IV in Disability; or
 - CHC43015 - Certificate IV in Ageing Support, or
 - other relevant qualification at AQF Level 4;
- Demonstrate relevant work experience, in Australia or overseas, in a relevant work environment for more than 2 years;
- Identify the following vocational goals:
 - to build a career in community services roles requiring:
 - skills in strategic and operational planning and managing community services processes.
 - leadership skills in line with current best Australian business practice.
- Demonstrated language and literacy skills as follows:
 - English is the student's first language; or
 - IELTS 5.5 with no sub band scores less than 5.0; or
 - Successful completion of at least one year of full-time study in an English-speaking institution at an Australian AQF 4 level or above; or
 - Completion of the English for Academic Purposes (EAP) program at EEVI or at an Australian NEAS Accredited Language Centre; or
 - Pass EEVI's Placement Test.

Elite Education Vocational institute is responsible for compliance of training and assessment of this accredited qualification and all learners who have completed all Unit of Competency in this qualification will be issued with the nationally recognised AQF documentation, i.e., CHC52015 – Diploma of Community Services. Students completing assessment requirements for part of a qualification will be awarded a Statement of Attainment indicating which modules or units of competency they have completed.

Mandatory Work Placement Requirements

All students are required to complete minimum of 100 hours' work placement. EEVI will help the student to find a Work Placement Provider prior to the scheduled commencement date of work placement. The student is allowed to find a Work Placement Provider (WPP). However, the WPP must be approved by the EEVI and a Work Placement Agreement must be signed. Prior to signing a Work Placement Agreement, the EEVI's Work Placement Coordinator must conduct a site visit at the WPP's workplace to ensure the equipment and resources in the WPP are met with the workplace assessment requirements. Your work placement will be from Term 5 to Term 8, with a minimum of 5 hours per week. During the work placement, some assessment tasks will be observed in the workplace by your assessor. The extra hours in the workplace has been allocated to complete all workplace assessments.



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Course Description

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.

This course is currently being reviewed for accreditation the Australian Skills Quality Authority (ASQA).

Potential Job Roles

- Community Care Manager
- Community Recreation Coordinator
- Community Services Worker
- Community Services Coordinator
- Community Access Coordinator
- Community Development Officer
- Coordinator of Volunteer Work
- Care Team Leader
- Support Facilitator (Community Services)
- Case Coordinator (Community Services)
- Case Coordinator (Disability)
- Disability Team Leader
- Support Facilitator (Disability)
- Family Support Worker

Pathways into and from the qualification

Candidates may consider entering this qualification following completion of the CHC33015 - Certificate III in Individual Support or CHC43115 - Certificate IV in Disability or CHC43015 - Certificate IV in Ageing Support, or other relevant qualification at AQF Level 4 or substantial vocational experience in a relevant work environment.

Following completion of this qualification, candidates may choose to undertake studies at Bachelor Degree level, e.g., Bachelor of Community Services.

Adjustments due to COVID-19

EEVI is delivering this course fully online. Resources are available and assessment submitted digitally via Moodle and learning participation and observable assessment occurs via Zoom. Students are required to follow the same timetable as is scheduled for face-to-face classes. Students are required to log into the Moodle classrooms as per their schedule for the delivery conducted by Trainers. Trainers are available for learners online during the session or via email or phone outside of the scheduled sessions. These sessions are monitored and the system tracks student log-ins. Reports are accessed from Moodle to monitor student attendance. As EEVI utilises digital resources which are uploaded into its Learning Management System, Moodle, it has not required to make major adjustments to its training and assessment resources. Where group activities were involved and observances required, these will be done online.

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