



RTO ID 152095 NTIS 90013
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www.byroncollege.org.au

Certificate III in Aged Care (CHC30208)



The Certificate III in Aged Care is the minimum qualification required to work in the Aged Care industry. This course provides skills and knowledge to work as a Care Assistant, Nursing Assistant, Home Care Assistant in an Aged Care Facility or within the Community.

A career in Aged Care can be challenging and rewarding. People suited to this profession often demonstrate genuine compassion and empathy towards others. The Aged Care Industry is a growing sector, providing graduates with flexibility and career options nationwide.



Course Information



Entry Requirements	There are no prerequisites for this course. A competent level of literacy and numeracy is required to complete the qualification and a willingness to work with the elderly.
Course Length, Dates & Hours	19 weeks; Wednesdays, 8 th February to 27 th June (no classes during NSW school holidays), 9 am - 4 pm. This course also requires you to undertake a minimum of 80 hours work experience in an Aged Care Facility and to complete set study tasks at home – it is equivalent to a full time course. We will assist you to arrange your work experience.
Enrolment and Fees	This course is Austudy Approved. Enrolment is confirmed on payment of a deposit against the course fee. <ul style="list-style-type: none">• Full fee \$ 1,700• Early Bird \$ 1,360 (local residents only) Northern Rivers residents can apply for a concession rate. Course fee does not include text book costs, or Police Check (see below).
Police Check	Prior to commencing work experience, students will be required to complete a Police Check at a cost of \$43. The college will supply the forms and advice for this process. Please note there are no classes during school holidays.

Minimum enrolment numbers need to be achieved before this course will go ahead

Required Units of Study	Certificate III Aged Care requires you to complete 14 units, 10 of which are compulsory and 4 electives. See below for a list of units.
About Course Fees	Course fees are fully inclusive of: Course administration; and tuition. Note the course fee does not include text book costs.
Paying course fees	<p>Course fees must be paid in the following way.</p> <ul style="list-style-type: none"> • First payment: \$500 at enrolment. • Second payment: 1/3 of total course fees and must be made two weeks after the course start date. • Final payment is the remainder of course fees and is required to be paid half way through the course. <p>Please note that students will be asked to leave the course if fees are not paid on time and Certificates will not be issued unless full payment has been received.</p>
Guarantee of Course Completion	Byron Region Community College will only commence a course when the minimum number of students required for the course to be financially viable for the College has been met. Once the course has started the College guarantees to complete the course within the period advertised. Should the course need to be cancelled due to poor enrolments, the College will reimburse all students the fees already paid to the college. If the course teacher is unable to complete teaching the course, as per their contract with the College, the College will arrange for an alternative teacher or make reasonable arrangements to assist all enrolled students complete their studies.
Refund Policy	The College will refund all course fees paid if the course fails to achieve the minimum number of enrolments required and does not go ahead. If you decide to withdraw from the course your course fees will be fully refunded as long as you withdraw one week prior to the course commencement date . If you withdraw after one week prior to commencement of the course or once the course has started you will need to apply to the Operations Manager for a refund as the college has a NO REFUNDS POLICY ONCE A COURSE HAS STARTED OR UNDER ONE WEEK PRIOR TO COMMENCEMENT DATE OF A CERTIFICATE COURSE .
Issuing Certificates	If you complete the course successfully you will receive your Certificate, by post, to the address you provided at enrolment. Certificates will be posted within one month of the course finishing. If you misplace your certificate and need a replacement certificate you will need to pay an administration fee of \$30.
Student Support Services	The Byron Region Community College has Student Support Officer who can assist you with literacy or other issues affecting your study.

Recognition of Prior Learning	You can apply for recognition of your prior learning and work experience. To do this contact the Student Support Officer or speak to the tutor once you start the course.
Appeals and Complaints Procedures	You have the right to appeal an assessment decision made by a tutor. Full information about how to appeal an assessment decision will be covered in the course Orientation (first class). The Byron Region Community College listens to students' complaints and has a client friendly appeals and complaints procedure detailed in the Student Handbook.
Assessment Requirements	Students need to complete tasks set by the tutor. Assessments are designed to allow the student to exhibit competence in the course material and will be based on classroom activities, home assignments and project work. Information about assessment requirements will be given out in the first class and explained clearly by the teacher. You can appeal an assessment outcome

Units of Study Required for this Qualification

Compulsory Units	
<i>Unit Code</i>	<i>Unit Title</i>
CHCAC317A	Support older people to maintain their independence
CHCAC318B	Work effectively with older people
CHCAC319A	Provide support to people living with dementia
CHCCS411B	Work effectively in the community sector
CHCICS301A	Provide support to meet personal care needs
CHCICS302A	Participate in the implementation of individualised plans
CHCICS303A	Support individual health and emotional well being
CHCOHS312B	Follow safety procedures for direct care work
CHCPA301B	Deliver care services using a palliative approach
HLTAP301B	Recognise healthy body systems in a health care context
Elective Units	
<i>Unit Code</i>	<i>Unit Title</i>
HLHIR403C	Work effectively with culturally diverse clients and co-workers
CHCCS400B	Work within a relevant legal and ethical framework
HLTFA301C	Apply first aid
HLTIN301C	Comply with infection control policies and procedures

For further information about this course call the College Office on 66843374.

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