



Certificate IV COMMUNITY SERVICES

CHC42015

Develop your knowledge and skills to design and deliver person-centred services to individuals and/or groups in a range of community service, case work or case management contexts.



INFORMATION BROCHURE

Certificate IV COMMUNITY SERVICES

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SESSION DATES 2017:

14th February
14th March
11th April
9th May
13th June
11th July
15th August
12th September
10th October

END DATE: December 2017

TIME: 9:30AM – 4:30PM *Workshop Style Sessions*

COST: \$2500 - *Interest free payments available*

VENUE: Level 8, 138 Queen St, Campbelltown NSW

ENROLMENT: Potential students are to complete the enrolment form available from our website at www.mdsservices.com.au, email training2@mdsservices.com.au or phone **(02) 4621 8400**.

TRAINING/CAREER PATHWAYS:

Participants successfully completing this training may wish to apply for entry into the CHC52015 Diploma of Community Services.

This course may lead to potential career outcomes including case worker, health education officer, community services worker, outreach officer, community support worker, domestic violence worker, welfare support worker, early intervention homelessness worker, welfare worker or family support worker.

ENTRY REQUIREMENTS:

Students need to be currently working in an environment related to this qualification. You will require access to workplace information. It is recommended that participants should have achieved Year 10 or equivalent level in English Language, Literacy and Numeracy skills.

PERIOD OF ENROLMENT:

Course runs for twelve months; Students need to attend all classroom sessions. MDS Training courses run only if there is sufficient demand.



COMPETENCY UNITS:

CORE:

CHCADV001

Facilitate the interests and rights of clients

CHCCCS004

Assess co-existing needs

CHCCOM002

Use communication to build relationships

CHCDIV001

Work with diverse people

CHCLEG001

Work legally and ethically

CHCPRP001

Develop and maintain networks and collaborative partnerships

HLTWHS003

Maintain work health and safety

ELECTIVES:

CHCCCS003

Increase the safety of individuals at risk of suicide

CHCCCS006

Facilitate individual service planning and delivery

CHCCCS015

Provide individualised support

CHCCCS017

Provide loss and grief support

CHCCCS021

Respond to suspected abuse

CHCCCS027

Visit client residence

CHCCONS403C

Support families to develop relationships

CHCCSM005

Develop, facilitate and review all aspects of case management

STUDY WORKLOAD:

7 hours (inclusive of ½ lunch) per session and additional work to be completed in their own time of approximately 10-12 hours per scheduled unit/session.

UNIQUE STUDENT IDENTIFIER (USI):

All students studying a nationally recognised qualification must have a USI before enrolling. If you do not already have a USI, go to www.usi.gov.au to create one.

COURSE MATERIALS:

All materials including study notes, activities, handouts and assessment tools are provided with no additional costs.

ASSESSMENT AND TRAINING:

All training is provided in the classroom in workshop format for each scheduled session. Assessment consists of different activities for each unit. Reasonable adjustment will be made to any assessment tools to accommodate individual need. Refer to the course outline for details of the assessment tools utilised for each unit or set of units.

CLIENT SUPPORT SERVICES:

MDS Training offers support to all their students. Support may be related to disability, literacy, language or other concerns or barriers. You can contact the following people for assistance; the facilitator of your training, the training coordinator or the Manager MDS Training. The contact details are on this document.

COMPLAINTS:

MDS Training has a procedure for anyone wanting to make a complaint. You can speak to your facilitator, the training coordinator or the Manager MDS Training. All complaints are recorded and outcomes are reported. MDS Training uses complaints as part of its continuous improvement process. Forms for complaint are available from the website or you can receive one by mail or email. If you experience difficulties filling in the form contact the Manager MDS Training for assistance. This form is also provided on enrolment.

APPEALS:

MDS Training has a procedure for students who want to appeal any decisions affecting their outcomes. This could include competency, recognition of prior learning, extensions or removal from a

course. The form is available from the manager and assistance to complete the form can be provided. The form can also be emailed or posted to you, it is also available on the website. This form is also provided on enrolment.

RECOGNITION OF PRIOR LEARNING:

Students may be able to demonstrate their competence in some units; as such recognition of prior learning is available. This is to acknowledge the skills and knowledge gained through previous training events along with life and work experience.

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, where required, a unit of competency will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit.



*We care about our students and their development and education.
We will support all our students throughout their course of study.*

Vanessa Vale, Manager



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MDS Training

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