



START LEARNING

Kickstart your career with a nationally
recognised course

CHC33021

Certificate III in Individual Support
(Ageing and Disability)

Course Information

CHC33021 Certificate III in Individual Support (Ageing and Disability)

This course is nationally accredited by the Australian Government under the Australian Qualifications Framework (AQF).

Why Study with LET Training?



RTO No. 41179

Contact LET Training

Email: enquire@lettraining.com.au

Phone: 02 9633 3929



Affordable
Competitive Course Price



Adaptable
Start at Any Day in a Flexible Way



Approachable
Unlimited Trainer Support



Achievable
Fast Assessment Response

Course Overview

This course will be delivered in **Online and Self-paced**.

The qualification reflects the role of individuals in the community, home or residential care setting who work under supervision and delegation as a part of a multi-disciplinary team, following an individualised plan to provide person-centred support to people who may require support due to ageing, disability or some other reason.

These individuals take responsibility for their own outputs within the scope of their job role and delegation. Workers have a range of factual, technical and procedural knowledge, as well as some theoretical knowledge of the concepts and practices required to provide person-centred support.

The skills in this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.

To achieve this qualification, **students must have completed at least 120 hours of work** as detailed in the Assessment Requirements of the units of competency.

Specialisations

Consistent with qualification rules the qualification offered by LET Training comprises the following specialisations and units of competency:

- Certificate III in Individual Support (Ageing and Disability)

Units of Study

This qualification is nationally recognised under the Australian Qualifications Framework (AQF).

To be awarded this qualification, you are required to complete **15 units of competency**. LET Training offers the following core and specialty units:

Certificate III in Individual Support (Ageing and Disability)

Core units (9):

- CHCCCS031 Provide individualised support
- CHCCCS038 Facilitate the empowerment of people receiving support
- CHCCCS040 Support independence and wellbeing
- CHCCCS041 Recognise healthy body systems
- CHCCOM005 Communicate and work in health or community services
- CHCDIV001 Work with diverse people
- CHCLEG001 Work legally and ethically
- HLTINF006 Apply basic principles and practices of infection prevention and control
- HLTWHS002 Follow safe work practices for direct client care

Elective units (6):

Group A electives – AGEING specialisation

- CHCAGE011 Provide support to people living with dementia
- CHCAGE013 Work effectively in aged care
- CHCPAL003 Deliver care services using a palliative approach

Group B electives – DISABILITY specialisation

- CHCDIS011 Contribute to ongoing skills development using a strengths-based approach
- CHCDIS012 Support community participation and social inclusion
- CHCDIS020 Work effectively in disability support

To find out more about the individual course units, check out the **Appendix – Course Unit Information** at the end of this document. If you wish to change any elective unit/s, please speak to one of our friendly course advisors.

Entry and study requirements

You can enrol and start today!

We are committed to seeing you through your course. To ensure you have the best chance of successfully completing your course, the following entry and study requirements apply.

- The ability to read, write and speak English at a Year 10 level or equivalent.
- We may ask you to complete a Language, Literacy and Numeracy (LLN) skills test. This skills test helps us to understand your individual study needs, to design an individualised plan that supports your study success.
- Have access to a fully-functional computer loaded with a web browser, web camera and appropriate software applications to read PDF files and produce documents (using Microsoft Suite); and
- Have reliable internet access, a valid email account and a telephone with a valid telephone number for learning and assessment communication and support session.
- Have technology skills to complete the online study component and conduct online research using a web browser and to use a variety of software applications to send e-mails with attachments, participate in web based communications, read PDF files and produce documents.
- Have to engage with an aged care support services, home and community, disability, or community service organisation to complete Work Placement under the supervision of a person who holds a CHC33021 Certificate III in Individual Support, or equivalent, or higher.

To be prepared for this course, we recommend that you have:

- ➔ A passion for working with a diverse range of people
- ➔ The ability to multitask
- ➔ A reasonable level of fitness and flexibility to carry out manual handling.

Important information

This qualification includes content, concepts and scenarios that may be distressing to individuals who have experienced traumatic events. Please consider your personal resilience and any potential emotional triggers when participating in this qualification and in any future employment in this field.

Requirements for Work Placement

Before commencing the work placement, you will be required to obtain one or more of the following,

- A Current National Police Check (NPC)
- A Current NDIS Worker Check (NDISWC)
- An up-to-date vaccination record showing proof of double COVID vaccination, COVID booster and yearly flu vaccination as required by most Aged Care and Disability centres.
- A Working with Children Check (WWCC), as applicable
- Suitable work placement clothing is required. i.e., black pants, white polo shirt and fully enclosed shoes.
- Any additional evidence your workplace provider requires.

How to study with LET Training?

This course is delivered **Online in three phases** during your enrolment. You have the flexibility to study one or more units at a time or to fast-track your studies on your own pace, allowing you to plan your studies to suit your career development and employment plans

Online and Self-paced

This training is designed to provide you with the essential knowledge and prepare you for practical training sessions:

- Access your online learning account to study anytime, anywhere, offering maximum flexibility.
- Complete the knowledge and theory assessment activities to get ready for the practical training and assessment.

Livestream Video Training

This training is designed to help you gain the essential practical skills and prepare for work placement.

- Participate in training through livestream video sessions.
- Complete the practical assessment in a simulated environment include practical tasks and observation by the assessor.

Work placement – 120 hours

Complete 120 hours work placement as detailed in the assessment requirements of the units of competency in the course.

The work placement component is scheduled at various stages throughout the course in an aged care and/or disability service facility. During this time, you will work as a volunteer student. It will be divided between an aged care facility and a disability service to ensure all training requirements are met.

If required, LET Training will assist you in finding a work placement provider.

Enrol at any time and start straight after enrolment!

- From the date of enrolment registration, **you have up to 18 months to complete this qualification**, but you may complete it in less time.
- We find our students complete this qualification with varying timeframes. It just depends on your life situation and time availability.

Payment Plans

- Weekly, Fortnightly, Monthly or pay the full course upfront, simply tick one that suits you the best.

No minimum or structured timeframe but effective time management!

- You can complete the course as quickly as you choose.
- Expected Study Hours are between 1100 to 1350 including 120 hours Work Placement. However this will vary based on your experience, time availability, the quality of time you spend on studies, and your work rate.

CONTACT US**Speak to LET Training Course Advisor if you:**

Unsure if this is the right courses for career development or future job opportunities.

Contact us at:

Ph: 02 9633 3929

Email: enquire@lettraining.com.au

Assessments

Upon enrolment, you will be provided with detailed assessment task specifications and activities specific to the relevant unit of competency (via the Learning Management System). For example, you may be required to:

- Complete projects and/or portfolios of evidence;
- Answer a series of knowledge-based short answer questions;
- Participate in interviews and/or practical activities in a simulated business environment;
- Complete a 120 hours work placement

You will be required to submit your evidence for evaluation to the assessor, who will continue to maintain contact with you during the assessment decision-making process. You will also be provided with opportunities to adjust and resubmit your assessments based on the assessor's feedback.

Learning Support

You are well supported throughout your course, so you won't feel alone!

LET Training strives in many ways to support you in your learning. This includes:

Providing resources and services accessible to our online and recorded webinars and support resources published on LET Training website Learning Support page; and

Unlimited opportunities to discuss your course work on a one-on-one basis with a specialist trainer between **Monday to Friday, 9am to 5pm (NSW Business Days and Time)** via:

- Telephone
- Email
- Webbased applications (e.g. Zoom, Microsoft Teams).

Career Opportunities

Successful completion of this qualification course can qualify you for a range of roles and positions, including:

- Aged care worker
- Home and community care worker
- Disability school support officer
- Disability service officer
- Disability support worker
- NDIS worker
- Residential support worker

Recognition of prior learning (RPL)

For those currently working in health care roles of aging and disability support, with over 3 years working experience, ask our friendly course consultants about Recognition of Prior Learning (RPL) eligibility. One of our expert trainers will develop a tailored training plan for you based on your existing role and experience.

Study pathways

Will previous study and experience count?

LET Training recognises Recognition of Prior Learning (RPL) which considers the knowledge and skills you have already gained through your previous education and work history, attributing this to your enrolled qualification course. This may be through formal or informal training and can result in credits towards your qualification. More information can be found in the LET Training Student Handbook.

Future education pathways

After successfully completing this course, you may like to enrol in LET Training's Certificate IV in Ageing Support for further potential career opportunities.

Enrol with LET Training

LET Training offers a range of health and management course in Disability support, Aged support, Community care, Business, Leadership and Management, Human Resources, WHS and administration qualification courses.

For further information or to enrol, contact us via:



www.lettraining.com.au



(02) 9633 3929



enquire@lettraining.com.au

Appendix – Course Unit Information

CHC33021 Certificate III in Individual Support (Ageing and Disability)

Unit of competency	Applications
Core units	
CHCCCS031 Provide individualised support	<p>This unit describes the performance outcomes, skills and knowledge required to organise, provide and monitor personal support services for a person within the limits established by an individualised plan. The individualised plan refers to the support or service provision plan developed for the person accessing the service and may have different names in different organisations.</p> <p>This unit applies to workers who provide care or support under direct, indirect or remote supervision. Work is carried out in a manner which supports independence as well as the physical and emotional wellbeing of the person receiving support.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>
CHCCCS038 Facilitate the empowerment of people receiving support	<p>This unit describes the performance outcomes, skills and knowledge required to facilitate the empowerment of people receiving support, and to deliver rights-based services using a person-centred approach. It should be carried out in conjunction with individualised plans.</p> <p>This unit applies to workers in varied care and support contexts.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>
CHCCCS040 Support independence and wellbeing	<p>This unit describes the skills and knowledge required to provide individualised services in ways that support independence, as well as physical and emotional wellbeing.</p> <p>This unit applies to workers in a range of community services contexts who provide frontline support services within the context of an established individualised plan.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.</p>
CHCCCS041 Recognise healthy body systems	<p>This unit describes the performance outcomes, skills and knowledge required to work with basic information about healthy body systems and the impacts of ageing and disability. It includes recognising and reporting any changes in healthy bodies involving people who are ageing or living with disability. Any identified issues of concern to be reported to the supervisor or professional health staff.</p> <p>This unit applies to workers across a range of community services contexts.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>
CHCCOM005 Communicate and work in health or community services	<p>This unit describes the skills and knowledge required to communicate effectively with clients, colleagues, management and other industry providers.</p> <p>This unit applies to a range of health and community service contexts where workers may communicate face-to-face, in writing or using digital media and work with limited responsibility under direct or indirect supervision.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.</p>

Unit of competency	Applications
CHCDIV001 Work with diverse people	<p>This unit describes the skills and knowledge required to work respectfully with people from diverse social and cultural groups and situations, including Aboriginal and/or Torres Strait Islander people.</p> <p>This unit applies to all workers.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.</p>
CHCLEG001 Work legally and ethically	<p>This unit describes the skills and knowledge required to identify and work within the legal and ethical frameworks that apply to an individual job role.</p> <p>This unit applies to community services and health workers who play a proactive role in identifying and meeting their legal and ethical responsibilities.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.</p>
HLTINF006 Apply basic principles and practices of infection prevention and control	<p>This unit describes the performance outcomes, skills and knowledge required to apply basic infection prevention and control principles in work settings including implementing standard and transmission-based precautions and responding to risks.</p> <p>This unit applies to individuals working in a range of industry and work setting contexts.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.</p>
HLTWHS002 Follow safe work practices for direct client care	<p>This unit describes the skills and knowledge required for a worker to participate in safe work practices to ensure their own health and safety, and that of others in work environments that involve caring directly for clients. It has a focus on maintaining safety of the worker, the people being supported and other community members.</p> <p>This unit applies to all workers who require knowledge of workplace health and safety (WHS) to carry out their own work, in both centre-based and home-based service provision.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.</p>
Group A electives – AGEING specialisation	
CHCAGE011 Provide support to people living with dementia	<p>This unit describes the performance outcomes, skills and knowledge required to provide person-centred care and support to people living with dementia. It involves following an established individualised plan.</p> <p>This unit applies to workers in a residential or community context, including family homes. Work performed requires some discretion and judgement and may be carried out under direct, indirect or remote supervision.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>
CHCAGE013 Work effectively in aged care	<p>This unit describes the performance outcomes, skills and knowledge required to work effectively in an aged care work context. The unit covers meeting job requirements, complying with organisational requirements and working in an aged care sector context.</p> <p>This unit applies to individuals who work with older people in a range of community services and health contexts. Work performed requires some discretion and judgement and is carried out under regular direct, indirect or remote supervision.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>

Unit of competency	Applications
CHCPAL003 Deliver care services using a palliative approach	<p>This unit describes the performance outcomes, skills and knowledge required to provide care for people with life-limiting illness and those within the normal ageing process using a palliative approach, as well as end-of-life care.</p> <p>This unit applies to workers in a residential or community context. Work performed requires some discretion and judgement and is carried out under regular direct, indirect or remote supervision.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>
Group B electives – DISABILITY specialisation	
CHCDIS011 Contribute to ongoing skills development using a strengths-based approach	<p>This unit describes the performance outcomes, skills and knowledge required to assist with supporting the ongoing skill development of a person with disability. It involves following and contributing to an established individualised plan and using a positive, strengths-based approach.</p> <p>This unit applies to individuals who work with people with disability in a range of community services and health contexts. Work performed requires some discretion and judgement and may be carried out under regular direct or indirect supervision.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>
CHCDIS012 Support community participation and social inclusion	<p>This unit describes the performance outcomes, skills and knowledge required to assist with supporting people with disability in community participation and social inclusion using a person-centred approach. This involves enabling people to make choices to maximise their participation in various community settings, functions and activities to enhance psychosocial wellbeing and lifestyle in accordance with the person's needs and preferences.</p> <p>This unit applies to workers in varied disability services contexts. Work performed requires some discretion and judgement and may be carried out under regular direct, indirect or remote supervision.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>
CHCDIS020 Work effectively in disability support	<p>This unit describes the performance outcomes, skills and knowledge required to work effectively in a disability support work context. The unit covers meeting job requirements, complying with organisational requirements and working in a disability sector context.</p> <p>This unit applies to individuals who work with people with disability in a range of community services and health contexts. Work performed requires some discretion and judgement and will be carried out under regular direct or indirect supervision.</p> <p>The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p>