

MADEC Courses

CHC40102 Certificate IV in Aged Care Work

Code	Competency	Hrs
Units of Competency		
Compulsory Units (11)		
CHCAC12C	Provide services to the older person with complex needs	90
CHCAC6C	Support the older person to meet their emotional and psychosocial needs	50
CHCAC7C	Plan and monitor service delivery plans	100
CHCADMIN3B	Undertake administrative work	50
CHCCOM3C	Utilise specialist communication skills to build strong relationships	50
CHCCS2C	Deliver and develop client service	50
CHCCS301A	Work within a legal and ethical framework	50
CHCGROUP3C	Plan and conduct group activities	50
CHCINF2B	Maintain organisation's information systems	40
CHCOHS401A	Implement and monitor OHS policies and procedures for a workplace	50
CHCORG5B	Maintain an effective work environment	50
Elective Units (3)		
CHCAC15A	Provide care support which is responsive to the specific nature of dementia	60
HLTFA1A	Apply basic First Aid	10
CHCCS405A	Work effectively with culturally diverse clients and co-workers	30
TOTAL HOURS		730

- Certificates in Aged Care
- Certificates in Business
- Certificates in Children's Services
- Certificates in General Education for Adults
- Certificates in Hospitality
- Certificates in Information Technology
- Certificates in Retail Operations & Supervision
- Volunteer Training

Short Courses in:

- Computers (Both structured and self-paced) in:
 - Basic Computing
 - MYOB
 - QuickBooks
 - Internet and e-mail
 - Microsoft Office
- First Aid
- Governance for not for profit groups
- Hospitality
- Retail
- Horticulture

Personal enrichment, Corporate and Hobby Courses

On Campus, Off Campus, Traineeships

The complete MADEC Course Guide available on line at www.madec.edu.au or from our main campus.

ACN 086 804 015
Registered Training Organisation No 3957

MADEC Community College

Main Campus located at
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Phone: 03 50237 233
Fax: 03 50212 738
Email: education@madec.edu.au

This course is designed for those wishing to provide appropriate support services in Aged Care. Workers in this occupational group work primarily in residential facilities and carry out activities related to the maintenance of an individuals complex needs, and/or work with groups of older people.

Upon completion, Participants will hold a Nationally accredited qualification at Level IV in Aged Care Work, and will have gained a broad range of experience and skills.



Additional Course Information

WHERE COULD I GAIN EMPLOYMENT?

Upon completion of this program, participants will be equipped with the additional knowledge necessary to allow the provision of care to individuals with complex needs and may work in a Supervisory or Coordinators role.

FUTURE PATHWAYS?

Upon completion of this qualification, participants will be qualified to undertake further studies including Diploma in Aged Care Work.

HOW AM I SELECTED FOR THIS COURSE?

The selection process requires the prospective student to attend an interview session, by appointment with the program Coordinator.

WHAT ARE THE PRE-REQUISITES?

For entry into Certificate IV in Aged Care Work, applicants must have successfully completed Certificate III in Aged Care Work, and be currently employed in the field of Aged Care Work.

ACCESS AND EQUITY

MADEC believes that all students have the right to study in a positive environment which values diversity and protects them from any form of discrimination and harassment. People with physical and/or learning disabilities are encouraged to apply for enrolment into MADEC programs, and assistance and/or referral to a range of services is available to assist clients to meet minimum entry requirements where required.

HOW DO I ENROL AND WHEN DO I START?

Additional information can be obtained, and enrolments made, by contacting MADEC Education and Training Services on 5023 7233, or by calling in at the Main Campus, 339 Deakin Avenue, Mildura.

For further information on enrolments with MADEC a copy of our Student Information Guide can be obtained from our campus, or online at www.madec.edu.au

WHAT ARE THE FEES?

Students are required to pay an enrolment fee. Full payment of fees is required prior to program commencement, except where an exemption has been granted, or payment by instalment arranged.

Concession fees are available to eligible students. A student may withdraw from the course at any time, and MADEC has in place a refund policy. Before you withdraw from the program please discuss your options with your trainer.

HOW IS THE COURSE STRUCTURED?

The course is structured to include a combination of timetabled off-campus study, coupled with monthly on-campus sessions with the Trainer.

HOW LONG WILL IT TAKE?

The course is designed to be conducted over a twelve month period.

HOW WILL I BE ASSESSED?

Assessment is undertaken in a variety of ways, including practical tasks, oral questions and workbook assignments. A flexible approach is taken to ensure that assessment is fair for all participants.

CAN MY CURRENT SKILLS BE RECOGNISED?

There are different terms used to refer to the recognition of an individual's learning and skills.

Recognition of Prior Learning (RPL) is a form of assessment used to determine whether a person has achieved through formal or informal learning and experience, any of required competencies of the course.

It is the recognition of competencies acquired and held through prior learning, formal training, work experience or life experience. It is the equivalent to assessment against a unit of competency.

Credit Transfer assesses the initial course or subject that an individual is using to claim access to, or the award of credit in, a destination course. The assessment determines the extent to which the clients initial course or subject is equivalent to the required learning outcomes, competency outcomes, or standards in a qualification. This may include credit transfer based on formal learning that is outside the AQF.

A copy of MADEC's RPL Guide is available from our campus or on our website www.madec.edu.au

WHAT FACILITIES ARE AVAILABLE?

MADEC has a range of facilities including access to library material, computer and internet resources. These facilities are available for all students including off-campus and trainees. Access is available by contacting your nominated trainer.

SUPPORT TO STUDENTS

The College Manager can provide students information, support and/or referral on issues related to: Finances (Youth Allowance, Austudy, Abstudy); Personal health and welfare; Academic and study skills, Grievance and/or conflict resolution; Choosing courses/subjects; Tertiary admission applications; Career counselling and Centrelink forms.