

## COURSE FACT SHEET

### CHC52021 – Diploma of Community Services

For domestic students and non-student temporary visa holders with unlimited study right

#### Global Business College of Australia:

We are a vocational education and training provider committed to improving students' practical application abilities and skills, by providing students with high quality international education services to better prepare them for the workforce.

**GBCA Values:** Innovative Minds, Caring Hearts, Global Skills

#### 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.

To achieve this qualification, candidates must have completed at least 200 hours of work as detailed in the Assessment Requirements of the units of competency.

**Course duration:** 64 weeks (including 10 weeks for vocational placement and 12 weeks term breaks and holidays)

**Schedule:** 2 sessions per week

**Delivery mode:** Blended learning between face to face and online

**Campus location and delivery site:** 337-339 La Trobe Street, Melbourne 3000 VIC, and 338 Queens street, Melbourne 3000 VIC

#### Entry requirements:

There are no set requirements for this course. It is recommended that domestic students would meet one of below requirements:

- Satisfactory numeracy and literacy skills to undertake this course, or
- Mature age and have sufficient work experience to successfully undertake this course, or satisfactory complete year 12.

Domestic applicants will undertake the language, literacy and numeracy test and the digital skill test as part of the Pre-Training Review.

It is recommended that students have prior knowledge and experience in age/ disability care environments prior to enrolling into this course.

### **Vocational placement requirements:**

Students are required to complete at least 200 hours of work placement as part of course requirements. We understand the industry and will assist you in finding Work Placement. GBCA work placement coordinator, GBCA trainers and the student will work collaboratively in securing a work placement. Once you are marked satisfactory in the required units, you apply for work placement by completing an online placement application form. You can indicate your availability and preferred location. We endeavour to place you in an aged care facility and/or disability facility and/or community care setting of your choice, however we cannot guarantee this as it depends on the availability in the facilities of your preferred location.

Once you submit your form, all parties will work towards securing a place for you. Remember, Aged care facilities and/or Disability and/or community care facilities prefer students who are both flexible and reliable. On average, it takes approximately 4 weeks to secure work placement.

The Fair Work Act 2009, under the definition of Vocational Placement in section 12 outlines the rules restricting unpaid work. The Fair Work Ombudsman provides a clear explanation of these rules in the [Internships, Vocational Placements & Unpaid Work Fact Sheet](#).

Due to the requirement to complete vocational placement, a final outcome for each unit would not be provided until the relevant component of vocational placement had been completed.

### **Course Structure:**

- CHCCCS007 Develop and implement service programs
- CHCDEV005 Analyse impacts of sociological factors on people in community work and services
- CHCCCS004 Assess co-existing needs
- CHCDIV001 Work with diverse people
- CHCLEG003 Manage legal and ethical compliance
- CHCMGT005 Facilitate workplace debriefing and support processes
- CHCPRP003 Reflect on and improve own professional practice
- HLTWHS003 Maintain work health and safety
- CHCCSM013 Facilitate and review case management
- CHCDFV001 Recognise and respond appropriately to domestic and family violence
- CHCCCS019 Recognise and respond to crisis situations
- CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety
- CHCCSM012 Coordinate complex case requirements
- CHCCSM014 Provide case management supervision
- CHCCSM009 Facilitate goal-directed planning

CHCCSM010 Implement case management practice

CHCCSL002 Apply specialist interpersonal and counselling interview skills

CHCDEV006 Analyse information for service planning and delivery

CHCCDE023 Develop and deliver community projects

CHCDIV003 Manage and promote diversity

**Assessment methods:**

Questions, Case studies, Presentation, Project, Portfolio, work placement project and work placement observation

**Tuition and Non-Tuition fees:** Please refer to the Fee Schedule.

**Compliant statement:**

GBCA is responsible for providing compliant training and assessment, and issuing of the AQF certification documentation for qualifications detailed in its scope of registration on the National Training Register (training.gov.au).

**Government funding:**

This course is delivered with Victorian and Commonwealth Government funding under the Skills First Program. Individuals with disabilities are encouraged to apply for training subsidised through the Skills First Program. Domestic students may be eligible for subsidised training.

**Course enquiries:**

If you have any enquiries, please contact: [enquiry@gbca.edu.au](mailto:enquiry@gbca.edu.au)

**Student support service contact:**

Student Support Officer

E: [Studentsupport@gbca.edu.au](mailto:Studentsupport@gbca.edu.au)

T: 9041 3050

**This factsheet should be read in conjunction with our Student Handbook and website [www.gbca.edu.au](http://www.gbca.edu.au).**

