

COURSE FACT SHEET

CHC52015 – Diploma of Community Services

For domestic students and non-student temporary visa holders with full 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 100 hours of work as detailed in the Assessment Requirements of the units of competency.

Course duration:

Course will be delivered over a maximum of 52 weeks including holidays

Schedule: 2 sessions per week

Delivery mode: Blended learning: face to face and real time online

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

Entry requirements:

- Successful completion of Year 11 or
- Mature aged students who can demonstrated basic level understanding of community work, or some level of vocational experience in a range of work environment in the community services industry.

Students who are unable to provide evidence to demonstrate meeting the above requirements may be interviewed or asked to undertake the language, literacy, and numeracy (LLN) skills to ascertain their existing skills.

The recommended LLN profile to enter this qualification is: ACSF level 4 for five skills: Oral, Reading, Writing, Learning and Numeracy

Vocational placement requirements:

Students are required to complete at least 100 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
- CHCCOM003 Develop workplace communication strategies
- CHCDEV002 Analyse impacts of sociological factors on clients in community work and services
- CHCDIV003 Manage and promote diversity
- CHCLEG003 Manage legal and ethical compliance
- CHCMGT005 Facilitate workplace debriefing and support processes
- CHCPRP003 Reflect on and improve own professional practice
- HLTWHS004 Manage work health and safety
- CHCCCS004 Assess co-existing needs
- CHCCSM004 Coordinate complex case requirements
- CHCCSM005 Develop, facilitate, and review all aspects of case management
- CHCCSM006 Provide case management supervision
- CHCDIV001 Work with diverse people
- CHCCSL002 Apply specialist interpersonal and counselling interview skills
- CHCDEV003 Analyse client information for service planning and delivery
- CHCCDE007 Develop and provide community projects

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.

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.

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).

Course enquiries:

If you have any enquiries, please contact: domestic@gbca.edu.au

Student support service contact:

Student Support Officer

E: Studentsupport@gbca.edu.au

T: 9041 3050

This factsheet should be read in conjunction with our Student Handbook and website www.gbca.edu.au.

