



Course Outline



Certificate IV in Disability Support CHC43121



This document provides detailed information on SAL Consulting's Cert IV in Disability Support program.

The course focuses on providing learners with the opportunity to strengthen their knowledge and skills as part of their work in supporting and empowering people with disabilities.

The course focuses on promoting practice through a person-centred approach.

Topics include:

- Person centred behaviour
- Advocating for people
- Working with complex needs
- Health and safety requirements
- Mental health
- Leadership in the workplace

The program is available to you as an individual learner or to agencies wishing to upskill their workforce by providing opportunities to gain a qualification.

Our course bridges the gap between theory and practice to provide you with a hands-on, high-quality learning experience that is relevant to your work practice.

What makes our program different to others?

Our course incorporates Neurodevelopment, Attachment and Trauma Informed (NATI) principles and therefore offers a unique approach to disability support work. These principles are embedded across all the subjects to enhance the core content and to enable you to work with clients, family members and carers.

We are the only Registered Training Organisation in Australia that integrates the NATI approach across all of our services, including clinical work, therapy, organisational development and training. We are also an accredited provider of the Neurosequential Model of Therapeutics (NMT) as developed by Dr Bruce Perry at the Child Trauma Academy in the USA.

You will learn about:

- Complex behaviour support
- Person-centred practice
- Social inclusion

SAL Consulting has been providing customised support to people and organisations within the community, disability, health and youth sectors for over 15 years. We create strong, reciprocal relationships with individuals and organisations through communication and collaboration, which plays an integral part in our practice and ethos.

Our service delivery is supported by the latest research, best practice models and a hands-on approach. We are committed to assisting individuals and agencies to achieve the best possible outcomes through meaningful collaboration and enablement. Our team is a highly qualified, diverse, multidisciplinary group, with specialised and on-the-ground experience in the community services, health, disability and youth sectors. Many of our consultants have

held senior positions in government and nongovernment agencies and are experienced in designing and providing quality services.

SAL Consulting is accredited by the Child Trauma Academy to deliver the Neurosequential Model of Therapeutics and are members of the Neuroleadership Institute.

Entry requirements

To enrol in the Certificate IV in Disability, learners must have completed the CHC33021 Certificate III in Individual Support. You can enrol in both qualifications at SAL Consulting and complete a recognition pathway for the Cert III before commencing the Cert IV units.

There is a formal requirement for learners to complete 120 hours of work-placement. Ideally you should be working in an appropriate disability support service or have access to one in order to complete the workplace tasks. SAL Consulting does not provide work placement for learners.

Potential learners will also complete a simple Language, Literacy and Numeracy (LLN) task to identify if any support strategies are required.

Duration of the program

The course runs for approximately 12-18 months. It is a self-paced program so you may take a bit shorter or a bit longer to complete all the required work.

You will work sequentially through the modules as outlined below. Learners will not have access to upcoming modules until they have completed all current work and received a competent outcome.

Cost of the program

The standard cost of the Cert IV program is \$4,000.

The cost of the combined Cert IV and Cert III in Individual Support program is \$5,500.

Payments of at least \$670 for the Cert IV will be required at the start of each module. We can also schedule regular monthly payments for learners to assist with breaking up the payments.

The fees for the combined pathway will be finalised individually depending on the RPL process for the Cert III.

There is capacity to make an individual payment arrangement if you prefer to make regular monthly or fortnightly payments. Please speak to the Training Admin Officer to receive more details.

You are not required to pay the amount in full. We are legally not allowed to collect more than \$1,500 from learners at any one time.

All outstanding payments must be paid in full before you will receive your qualification. The Learner Handbook has further details on fees including refunds and payments.

Learning and assessment details

The program consists of six modules that cover topics including person-centred behaviour supports, advocacy, skills development, complex needs, health and safety, mental health issues and leadership.

Each module has comprehensive learning material, reflective questions to test your knowledge and formal assessment tasks. The assessment tasks are marked as either Satisfactory or Unsatisfactory. It is the assessment tasks that we use to determine your overall competency in the unit of competency and module. Once you have completed all assessment tasks, our assessor will review your work and you will be deemed either Competent or Not Yet Competent. If you are marked as Unsatisfactory or Not Yet Competent in a task or module, you will be given more time to resubmit your work. Your assessor will work with you to strengthen your understanding of that topic and may also provide an alternative pathway for your resubmission.

The assessment questions are based on both case studies and scenarios as well as your own experience in an appropriate workplace. Learners will be required to demonstrate their experience through practical activities.

You will also be required to provide supplementary evidence from a third party like your workplace supervisor in order to substantiate your competency. We may request contact with your workplace supervisor if we need to confirm any details.

Learners must ultimately be deemed Competent in all units of competency in order to receive the qualification.

The program is delivered through an online platform, Canvas (Instructure). All of your learning and assessment work will be accessed and submitted through this portal. If you are unable to work online or have connectivity problems, our admin team will provide you with alternatives.

You will have regular contact with your assessor throughout the course. They will arrange tutorial sessions with you to discuss any questions about the learning and/or assessment material. These will happen at least once a month, depending on your progress and support requirements.

Learner support

If you have any learning or physical difficulties that may have an impact on your learning, our learning materials can be adapted and delivered in different formats, i.e. using large print, having a slower pace of information delivery or verbal rather than written assessments.

Please advise our team of your needs during enrolment so that we can discuss options to support you.

Credit transfer / Recognition of prior learning

We recognise that you may have years of experience in the workplace, or a previous qualification. You can gain Recognition of Prior Learning (RPL) by having your knowledge

and skills mapped against the individual units of competency in the Cert IV, thus reducing the time and study load to gain the qualification. We can assist you to identify the competencies you already have and provide evidence to validate your existing knowledge and skills.

Commencing an RPL process will require you to complete a formal assessment process and you will need to provide evidence of your current skills and knowledge along with participation in at least one assessment interview.

Going through the RPL process does not guarantee success. Your assessor will determine whether the evidence you have provided demonstrates your competency in that unit.

You may also be eligible for credit transfer if you have previously completed a subject that is identical to the one in this program. In either case, this means you may be exempt from undertaking the assessment for either the whole unit or the whole module.

Further details on RPL or Credit Transfer are in the Learner Handbook or can be provided upon request or once you have enrolled.

The pre-requisite Cert III in Individual Support program has been created using an RPL pathway. The documentation for this qualification will rely solely on your existing knowledge and skills. Please speak to our team if you have questions or would like an example of the evidence we will be collecting.

Course modules and units of competency

Certificate IV in Disability Support CHC43121

This qualification reflects the role of workers in a disability support setting. These workers work under limited supervision or within a team and are responsible for planning and prioritising their own work program to achieve targets. They may, depending on the focus of their role, supervise other workers and carry out activities related to improvement of personal living and circumstances of a person with disabilities.

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

Learners need to successfully complete 10 units to achieve competency in the full qualification. This includes 7 core units and 3 electives. The following modules and units form part of the SAL Consulting Cert IV program:

CLUSTER ONE:

- CHCCCS044 Follow established person-centred behaviour supports
- CHCDIS016 Develop and promote positive person centred behaviour supports.

CLUSTER TWO:

- CHCADV001 Facilitate the interests and rights of clients
- CHCDIS017 Facilitate community participation and social inclusion

CLUSTER THREE:

- CHCDIS018 Facilitate ongoing skills development using a person-centred approach
- CHCDIS019 Provide person-centred services to people with disability with complex needs

CLUSTER FOUR:

- HLTWHS003 Maintain work health and safety
- CHCLEG003 Manage legal and ethical compliance

CLUSTER FIVE:

- CHCMHS001 Work with people with mental health issues

CLUSTER SIX:

- BSBLDR411 Demonstrate leadership in the workplace

Certificate III in Individual Support CHC33021

This 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.

To achieve this qualification, the candidate must have completed at least 120 hours of work.

Learners need to successfully complete a total of 15 units of competency, including:

- 9 core units
- 6 elective units

The following modules and units form part of the SAL Consulting Cert III program:

Cluster One

- CHCDIS020 Work effectively in disability support
- CHCLEG001 Work legally and ethically

Cluster Two

- HLTINF006 Apply basic principles and practices of infection prevention and control
- HLTWHS002 Follow safe work practices for direct client care

Cluster Three

- CHCCOM005 Communicate and work in health or community services
- CHCDIV001 Work with diverse people

Cluster Four

- CHCCCS040 Support independence and wellbeing (120-hour work placement component)
- CHCCCS031 Provide individualised support

Cluster Five

- CHCCCS038 Facilitate the empowerment of people receiving support
- CHCDIS011 Contribute to ongoing skills development using a strengths-based approach
- CHCDIS012 Support community participation and social inclusion

Cluster Six

- CHCMHS001 Work with people with mental health issues
- CHCCCS041 Recognise healthy body systems

Cluster Seven

- CHCCCS035 Support people with autism spectrum disorder
- CHCCCS044 Follow established person-centred behaviour supports

Full details of the qualification can be accessed at training.gov.au.

Further Information

- Our current Learner Handbook covers the following topics and can provide further information for you.
 - Studying at SAL Consulting
 - Course enrolment details
 - RPL
 - Fees and refunds
 - Assessment policies
 - Assessment appeals
 - Evaluation processes
 - Complaints
 - Welfare and support services
 - Enrolment
 - Course attendance
 - Credit transfers
 - Payments and receipts
 - Refunds
 - Course cancellations/postponements
 - Travelling costs
 - Learner code of conduct
- You can access a copy of the Handbook on our website at www.salconsulting.com.au. A copy will also be provided to you on enrolment.

Certificate IV in Disability Support CHC43121 2024 Payment Framework

Total course cost - \$4,000 (GST exempt)

The qualification runs across 6 modules for approximately 12 months. Learners will be invoiced for regular monthly payments for 12 months to cover the cost of the program.

If individuals are unable to make these payment options, they may apply for an individual payment plan which will be negotiated separately.

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|---------------|----------|----------|--------|
| Enrolment fee | \$250.00 | Month 7 | 340.90 |
| Month 1 | 340.90 | Month 8 | 340.90 |
| Month 2 | 340.90 | Month 9 | 340.90 |
| Month 3 | 340.90 | Month 10 | 340.90 |
| Month 4 | 340.90 | Month 11 | 341.00 |
| Month 5 | 340.90 | | |
| Month 6 | 340.90 | | |

Once you complete the online enrolment form, an invoice will be issued for the enrolment fee. When this has been paid in full, we will arrange a short induction session with you and then you will be given access to the online modules.

Please be advised –

- If you choose to withdraw from the course before completion, no paid course fees will be refunded.
- You must provide written notice of your withdrawal which will be processed within 14 days.
- Any further payments after this date will not be invoiced.
- If you have any outstanding invoices at the time of withdrawal, these will still be payable, and we will continue to request payment from you.
- No qualifications, skill sets or units of competency will be issued until all invoices have been paid in full.
- All invoices are due within 14 days of the date of issue.
- Fees can be paid by either bank transfer or credit card. We also recommend setting up a formal direct deposit framework with your bank to ensure regular payments are made.
- A separate payment plan may be arranged for Credit Transfer arrangements.