CHC60112 Advanced Diploma of Disability

Qualification Overview

This qualification provides you with the skills and knowledge required to work at an advanced level within the disability sector to provide specialist services and act as a resource to other workers. It will further enhance your capability as a team leader, supervisor and manager.

You will develop the skills required to successfully coordinate and establish quality service delivery to individuals with complex needs; implement and manage work programs and new services. You will also further develop your skills to work intensively with individual and those with complex needs.

Pre-Requisites

You must be employed in the industry in a position suitable to the qualification and have relevant experience.

Qualification Content

To successfully gain the Advanced Diploma of Disability you will need to be assessed as competent in the 20 units listed below.

- CHCNET503D Develop new networks
- CHCCOM403A Use targeted communication skills to build relationships
- CHCORG428A Reflect on and improve own professional practice
- CHCORG611C Lead and develop others in a community sector workplace
- CHCORG607D Manage workplace issues
- CHCAD603B Provide systems advocacy services
- CHCORG610B Manage change in a community sector organisation
- CHCINF604D Manage the organisation’s information systems
- CHCCS604B Manage the delivery of quality services to clients
- CHCORG619D Manage quality of organisation’s service delivery outcomes
- CHCADMIN604B Manage the finances, accounts and resources of an organisation
- CHCCS607E Coordinate in-service assessment and response to address client needs
- CHCDISS511A Coordinate services for people with disabilities
- HLTWHS501A Manage workplace WHS processes
- CHCORG608E Establish and manage new programs or services
- CHCORG620D Promote and represent the service
- CHCCW604B Design and supervise family intervention
- CHCORG626B Manage a service level agreement
- CHCCW503A Work intensively with clients
- CHCICS404B Plan and provide advanced behaviour support.

Competency can be defined as the consistent application of knowledge and skill to the standard of performance required in the workplace. It embodies the ability to transfer and apply skills and knowledge to new situations and environments.

Duration

The usual enrolment period for this qualification is 18 months. Classroom programs may vary in duration.

Location

Classroom delivery is available in metropolitan Melbourne and regional Victoria.

Workplace delivery is available in metropolitan Melbourne and regional Victoria on application.

Cost

Customised Training is contracted as a provider of Victorian Government subsidised training under the Victorian Training Guarantee. Qualification fee subsidies may be available to eligible individuals with funds made available by the Victorian and Commonwealth Governments.

Please contact one of our Course Advisors to discuss your individual circumstances.

Student Support

Customised Training encourages people with disabilities to explore opportunities to develop their skills through Vocational Education and Training.

Adjustments can be made to learning and support materials to suit your individual needs; providing that these adjustments do not compromise the requirements of the relevant Training Package or the integrity, equity and fairness of assessment.

www.ctcs.com.au Email: info@ctcs.com.au Tel: 1300 275 282
Skills Recognition

Skills Recognition is the acknowledgement of skills and knowledge obtained through learning achieved outside the formal education and training system. You are encouraged to discuss the possibility of undertaking the Skills Recognition process prior to the commencement of your training.

For further information regarding Skills Recognition please request a Skills Recognition brochure or visit our website www.ctcs.com.au.

How to Apply

Once you have made the decision to apply for a qualification you must complete and return the documents listed below to Customised Training. Upon receiving all paperwork and supporting evidence a formal assessment of your eligibility for government funding and suitability for the qualification is conducted. You will be notified by phone of the outcome. If you are successful you will also receive a confirmation of enrolment letter, statement of fees and information relating to the provision of training and assessment.

Below is a list of documents you must include with your application:

- Enrolment Form and Pre-Training Review
- Current resume
- Certificates and Statement of Results for any previously attained or partially completed qualifications.

If you are applying for a Government Subsidised place you must also include:

- Proof of citizenship/residency
  ⇒ Certified coloured copy of one of the following: current green Medicare card, Birth Certificate, current Australian Passport, current New Zealand Passport, Naturalisation Certificate.

- Proof of Age (if you are under 20 years of age)
  ⇒ Certified coloured copy of one of the following: current Driver Licence, current Learner permit, a 'Keypass' card.

Work Load

You should expect to spend additional time studying this qualification. This time will typically consist of contacts with your trainer or classroom workshops (depending on your study mode), self-paced study, reading, researching and completing assessment tasks.

Vocational Outcomes

On completion of this qualification students may seek employment in the following areas: case management, disability development and support officer, supervisor, psycho-educational trainer, psycho-social trainer, service coordinator, team leader, unit manager.

Learning Pathway

Customised Training encourages you to continue learning. Pathways exist between various qualification levels, enabling you to move easily and readily between qualifications offered by Customised Training and qualifications offered by other education institutions.

Pathways may also allow you to access Skills Recognition and obtain credit points toward your next qualification, reducing your study time.

For more information on pathways available to you please contact a Course Advisor to discuss your options; or you can visit www.myfuture.gov.au, a helpful career website.

Skills Recognition

Advanced Diploma of Disability

Advanced Diploma of Management
OR
Advanced Diploma of Community Sector Management

Higher Education Degree

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