<table>
<thead>
<tr>
<th>National course code</th>
<th>CHC52015</th>
</tr>
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<tbody>
<tr>
<td>National course name</td>
<td>Diploma of Community Services</td>
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<tr>
<td>Training package</td>
<td>CHC Community Services Training Package</td>
</tr>
<tr>
<td>How long will it take?</td>
<td>12 months</td>
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<tr>
<td>TAFE NSW delivery Institute and RTO code</td>
<td>Riverina Institute RTO code 90005</td>
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<tr>
<td>Payment plan</td>
<td>If the qualification you are looking for is a Diploma or higher, you may be eligible for VET Student Loans (our version of HECS). Please contact your nearest Riverina Institute campus or call 1300 TAFE RI (1300 8233 74) and let our friendly staff help you enrol in the right qualification, work out your fees and what you’re eligible for and we can get started! For more info visit <a href="http://www.training.nsw.gov.au">http://www.training.nsw.gov.au</a></td>
</tr>
<tr>
<td>Can I apply for VET Student Loan?</td>
<td>Yes, Information about VET student loans can be accessed at <a href="https://www.education.gov.au/vet-student-loans">https://www.education.gov.au/vet-student-loans</a></td>
</tr>
<tr>
<td>Can I apply for a government subsidised place?</td>
<td>No</td>
</tr>
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</table>
| Why take this course? | Do you love the idea of supporting people who need assistance with making changes and addressing the challenges they are facing in their lives? The Diploma of Community Services will provide you with the knowledge and skills to manage, co-ordinate and/or deliver a range of services to individuals, groups and communities including:  
  - case management  
  - social housing  
  - community services. |
| How will it help my career? | Potential roles within community services, case work or case management contexts may include:  
  - supervisor  
  - team leader  
  - project leader  
  - manager |

Information correct at time of publishing December 2016
### What are the entry requirements for this course?

To achieve this qualification, the candidate must have completed at least 100 hours of work as detailed in the Assessment Requirements of units of competency.

As part of this course you will need to complete the following check to participate in the required work placement component:

*Current working with children check*

*Note that the Statutory & forensic child, youth & family welfare specialisation must be achieved in order to meet the minimum education requirements for child protection and youth justice practice in Victoria. In addition, to meet the minimum education requirements for entry into child protection practice in Victoria, diploma qualifications must be approved by the Australian Community Workers Association (ACWA).*

### Can I continue my studies after this course?

Many TAFE NSW courses offer you a credit transfer pathway to a university or a higher education qualification through arrangements with university and higher education providers in NSW and other parts of Australia.

### Can I get credit for my existing skills or qualifications?

Many TAFE NSW courses offer you a credit transfer pathway to a university or a higher education qualification through arrangements with university and higher education providers in NSW and other parts of Australia.

### What level of English language do I need?

All TAFE NSW Online courses require you to meet minimum English language levels before you enrol. Detailed information about meeting these English language levels is available at the DEC International website [http://www.decinternational.nsw.edu.au/study/tafe/entry-requirements](http://www.decinternational.nsw.edu.au/study/tafe/entry-requirements)

To get the most from your course, you should be able to read online material and textbooks, complete written assignments and conduct research independently. Your online study will include webinars (online seminars or meetings), text-based discussions and collaboration.

Information correct at time of publishing December 2016
### What will I need to do to complete the course?

#### Group 1
- HLTWHS004 Manage work health and safety
- CHCDIV003 Manage and promote diversity
- CHCLEG003 Manage legal and ethical compliance
- CHCCOM003 Develop workplace communication strategies

#### Group 2
- CHCDFV006 Counsel clients affected by domestic and family violence
- CHCCSL001 Establish and confirm the counselling relationship
- CHCDEV001 Confirm client developmental status
- CHCDEV002 Analyse impacts of sociological factors on clients in community work and services

#### Group 3
- CHCPRP003 Reflect on and improve own professional practice
- CHCMGT005 Facilitate workplace debriefing and support processes
- CHCCCS007 Develop and implement service programs
- CHCGRP002 Plan and conduct group activities

#### Group 4
- CHCMHS001 Work with people with mental health issues
- CHCPRT001 Identify and respond to children and young people at risk
- CHCCSM005 Develop, facilitate and review all aspects of case management
- CHCADV002 Provide advocacy and representation services

### What is the average weekly workload?

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<th>25 hours per week for 48 weeks</th>
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### Do I need access to a workplace to complete the course?

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<th>Do I need access to a workplace to complete the course?</th>
<th>Yes. To achieve this qualification, the candidate must have completed at least 100 hours of work as detailed in the Assessment Requirements of units of competency.</th>
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Information correct at time of publishing December 2016
### What computer skills and equipment do I need?

You’ll need basic computer skills to complete the course online. This includes the ability to:

- access and search the internet
- use software to create documents
- create, save and edit documents
- upload, download and save documents through websites
- attach and use devices, eg USB flash drive
- participate in online discussions
- access to video and audio recording equipment to complete some assessment tasks - most smartphones have this capability.

You’ll also need access to a computer or other device such as a tablet or mobile phone with reliable internet access. We also recommend you use an audio headset with microphone and USB connection for online meetings. The minimum equipment requirements for all TAFE NSW Online courses are listed at [https://www.tafensw.edu.au/courses/tafe-nsw-online/study-online/check-youre-online-ready](https://www.tafensw.edu.au/courses/tafe-nsw-online/study-online/check-youre-online-ready).

| Will I need to buy or access anything else? | No |
| Will I gain professional recognition when I finish? | Community service workers gain employment in many areas of the sector in roles such as Child welfare officer, Social housing coordinator and Community services case manager. The Diploma of Community Services course will contribute to the professional opportunities you will have available to you in the sector. |