

COURSE CODE

CHC52015

COURSE

Diploma of Community Services

ENROL TODAY

TAFENSW.EDU.AU or 131 601

WHY CHOOSE TAFE NSW?



Opens career doors. Our industry relationships lead many students directly into work with a range of employers including agencies, studios, galleries and fashion houses.



Global prospects. TAFE NSW graduates possess the technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world.



State-of-the-art facilities. Purpose-built creative studios and industry standard software mean you will master the same tools of the trade as leading professionals.



Industry exposure. TAFE NSW partners with industry to provide you with hands-on experience through networking, sponsor programs, competitions, talks, lectures and other creative industry events.



Recognised and respected. TAFE NSW has built its reputation on delivering trusted, industry aligned and nationally recognised training for over 130 years.

Diploma of Community Services

National Course Code: CHC52015 | TAFE NSW Code: CHC52015-01V03-20SGR-033

Qualification Level	Diploma
Study Type	Part Time Day
Course Start Date	Enquire Now
Hours Per Week	12
Duration	2 Years
Delivery Locations	St George
Course Fees	<p>Subsidised Prices First Qualification: \$4,420.00 Second Qualification: \$4,970.00 Traineeship: \$1,000.00 You may be eligible for the NSW Smart & Skilled Fee Free Traineeship which will be verified at enrolment.</p>
Course Features	<p>Nationally Recognised Training Traineeship Allowed This training is subsidised by the NSW Government VET Student Loans Available</p>

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.

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).

"TAFE NSW is not currently endorsed through ACWA for this qualification".

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.

No licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication.

ENROLLING IN FIRST AID UNITS OF COMPETENCY

If you are seeking to enrol in a First Aid unit of competency you are advised that to complete the unit you must be able to perform basic life support skills, for example control bleeding and perform cardiopulmonary resuscitation (CPR). If you have a disability that would prevent you from performing required basic life support skills you are advised that you will not be able to achieve the unit of competency.

Entry Requirements

When you study with TAFE NSW, we want you to succeed. Entry requirements allow us to make sure that you have the right pre-existing knowledge and skills to achieve your chosen qualification. You will need to provide evidence that you meet the requirements listed in this section.

There are no Training Package entry requirements for this qualification.

It is assumed that you have literacy, numeracy and technical skills at Certificate IV level for success in this course. Contact TAFE NSW if you have any questions about your suitability.

ADDITIONAL REQUIREMENTS

With 130 locations across the state, TAFE NSW tailors qualifications to meet the needs of the local community and specific student groups (like apprentices, fast-tracked and online students). To make sure this course is the right fit for you, we will need you to demonstrate that you can meet the additional requirements below.

WORK PLACEMENTS

Many TAFE courses have a compulsory work placement component to assist you to apply your learning in a practical environment and you may be required to comply with some (or all) of the following.

1. NSW HEALTH

Before you commence any clinical placements in NSW Health facilities, you will be required to Meet NSW Healths - Criminal Record Check requirements;

Sign the NSW Health Code of Conduct form and any other forms, as required by NSW Health;

Undertake Occupational Assessment, Screening and Vaccination against Infectious Diseases and provide your Health Care Worker/Student Vaccination Record Card.

For specific information regarding NSW Healths requirements, and access to the required forms, it is recommended that you visit their FAQs for students at:

http://www.health.nsw.gov.au/careers/student_clearance/pages/default.aspx

AGED CARE WORK - Before you undertake any clinical placements in Aged Care Facilities you will be required to undertake a Federal Criminal Record Check. Visit:

<http://www.afp.gov.au/what-we-do/police-checks/national-police-checks.aspx>

COMMUNITY AND CHILDRENS SERVICES

Anyone in child-related work (including student placements and volunteers) MUST have a current Working with Children Check (students/volunteers free) in line with the Office of Childrens Guardian phase-in schedule and processes. Visit:

<http://www.kidsguardian.nsw.gov.au/Working-with-children/working-with-children-check>

4. STUDENT READINESS FOR WORK PLACEMENT

Generally work placements will only occur after there has been a reasonable amount of student/teacher contact and when the teacher is satisfied that you are ready to benefit from workplace learning and perform workplace duties. Your teacher can provide further information.

STUDENT RIGHTS AND RESPONSIBILITIES - For more information visit:

<https://www.tafensw.edu.au/courses/rights-and-responsibilities/index.htm>

To be enrolled in this course, you need to be able to provide evidence that you are:

- The Diploma of Community Services is aimed at the level of a manager of community services organisations, with the assumption of having the underpinning knowledge and skills needed for working with clients. Student must have prior or current experience in the sector or have successfully completed Certificate IV in Community Services (CHC42015); Certificate IV in Youth Work CHC40413); Certificate IV in Alcohol and Other Drugs (CHC43215); Certificate IV in Mental Health (CHC43315); Certificate IV in Disability (CHC43115); Certificate IV in Ageing Support (CHC43015).

To successfully complete this course, you will need:

- To successfully complete this qualification student would need to complete successfully 16 units of competencies.
- To achieve this qualification, the student must have completed at least 180 hours of work experience.

Information Sessions and more about the course

INFORMATION SESSIONS

To find out more about this course, meet our teachers and receive information about enrolment and next steps, attend an information session.

Date: Wednesday, 11 December 2019

Time: 10:00am to 12:00pm

Location: St George Campus, Building C, Level 1, Room C1.52

Or

Date: Wednesday, 22 January 2020

Time: 10:00am to 12:00pm

Location: St George Campus, Building C, Level 1, Room C1.52

STUDY COMMITMENT

This is a Part-Time Day, Face to Face course. You will need to attend approximately 12 hours of class, over 2 days a week, for 72 weeks. As well as the in-class component, you will need to complete approximately 3.9 hours of other study per week.

You may also be required to complete approximately 9.5 hours of additional study each week outside of class hours, including Unstructured Study Reviewing class work, reading, study notes, personal thoughts/ reflections approximately 6 -10 hours per week.

IS THIS COURSE RIGHT FOR YOU?

This course offering is designed for people who:

- The Diploma of Community Services is aimed at the level of a manager of a Community Services organisation, with the assumption of having the underpinning knowledge and skills needed for working with clients.

To successfully complete the Diploma of Community Service, you will be required to have current experience in the community service sector, this can include face to face contact with clients, case management and intake in the areas of alcohol and other drugs, mental health, domestic and family violence, child protection, disability or aged care. Alternatively you may have successfully completed a Certificate IV in one of the following areas: Community Services (CHC42015), Ageing (CHC43015), Disability (CHC43115), Youth Work (CHC40413), Mental Health (CHC43315) or Alcohol and Other Drug (CHC43215). This is considered reasonable experience as you would have the underpinning knowledge and skills to successfully complete the Diploma.

SERVICES AND STUDY SUPPORT

There are additional learning and study tools available for this course, including:

- Educational and Support Services
TAFE NSW provides the following services to ensure a supported and successful learning environment for all students:
- Aboriginal and/or Torres Strait Islander Student Support and Services
- Accessibility and Disability Services
- Personal Counselling
- Vocational Counselling

- Learning Support
- International Student Support
- Scholarships
- Multicultural Support

Detailed current information on these Support Services are made available to staff and students at TAFE NSW Student Services. Additionally, every student is supported by a dedicated Student Services team at each campus location.

The following additional support is provided for this Student Group:

Individual section learning support provided by Course Coordinator and Learner Support in response to LLN requirements

We offer student services and study support to ensure you can achieve your goals. Learn about TAFE NSW [Student Services](#)

As a TAFE NSW student in this course, you will have access to:

- LinkedIn Learning (formerly Lynda.com)
- Studiosity - online access to a real life tutor
- Easy computing online short courses
- Access to local TAFE libraries

Attendance

This course is currently scheduled for 2 days a week. An individual training plan will be provided when you enrol in this course. Your plan will outline the recommended study timetable and detail your units and assessments.

Fee Details

SMART AND SKILLED FEES

This course is government-subsidised, meaning you pay a portion of the full course fee to TAFE NSW and the NSW Government will pay the balance. However, you must meet certain eligibility criteria for this to apply.

Depending on your previous qualifications and experience, your fee may be less than the maximum fee quoted. Your actual fee and eligibility for concession/exemption will be calculated and confirmed during the enrolment process.

For further information about eligibility and explanations of the different fee categories, visit [Are You Eligible?](#)

PAYMENT OPTIONS AND ASSISTANCE

This course is approved for a Commonwealth VET Student Loan (VSL). If you meet the VSL eligibility and academic suitability requirements, you are able to apply to the Commonwealth for a loan to cover all or part of your course fee. We will ask you whether you would like to apply for a VET Student Loan when you enrol and advise you of the process.

To complete your VET Student Loan application, you will need to provide:

- Your Tax File Number (TFN). If you don't have a TFN, [click here](#) for information on how to apply for one. You can complete your loan application with a Certificate of Application for a TFN, but must provide your TFN as soon as it is issued. If you don't provide your TFN before your first census day, you will need to pay the tuition fees for that unit of study.
- Your Commonwealth Higher Education Student Support Number (CHESSN). If you have previously

accessed a loan via the Higher Education Loan Program (HELP), either at TAFE or university, you will already have a CHESSN. You must use the same CHESSN whenever you access a student loan. If you don't have CHESSN, we will allocate one on your behalf.

To be eligible for a VET Student Loan, you will need to be assessed as academically suitable to undertake high level VET study. You will need to provide:

- A copy of your Australian Year 12 Certificate; OR
- A copy of a certificate showing that you have been awarded a qualification at level 4 or above in the Australian Qualifications Framework (where the language of instruction was English). If you previously completed a Certificate IV or higher qualification at TAFE NSW, just let us know where and when you studied in your application; OR
- Display competence at Exit Level 3 in the Australian Core Skills Framework in both reading and numeracy through an approved Language, Literacy and Numeracy test. We will let you know if this is required once you apply.

If you intend to apply for a VET Student Loan, it's important you know your [student obligations](#).

Find out more about [VET Student Loans](#)

Direct payment by Unit of Study instalments is available for this course.

The Units of Study and associated fees for this course are detailed above. Fees are charged on the census day for each Unit of Study. To secure a loan for part or all of your course, you must be eligible and submit a valid application to the Commonwealth for a VET Student Loan. You may withdraw prior to the census date without incurring a fee.

READ BEFORE YOU ENROL

Learn about TAFE NSW [Fees](#)

Learn about TAFE NSW [Payment/Funding](#)

RECOGNITION

Recognition is a process of acknowledging previously completed qualifications, skills, knowledge or experience relevant to your course. This may reduce the amount of learning required, reduce your course fees and allow you to achieve your qualification faster.

Learn about Recognition at TAFE NSW [Recognition](#)

How to Enrol

Semester two starts July 2020. Enquire now to be notified when enrolments open.

To find out more information on this course including the next start date, submit an online enquiry by clicking the **Enquire Now** button on this page, or call 131 601 during business hours* to chat with a member of our friendly customer service team.

*Our customer service team are available from Monday to Friday, 9am to 5pm AEST.

Enrolling with us is easy, though the exact process does depend on your course and any prerequisites that go with it.

Be sure to read your chosen course information carefully to make sure it is the right qualification, location and study type for you.

Enrol and pay online via our secure payment gateway to secure your place.

As you progress through the enrolment process you will be prompted to provide additional information.

If you are interested in studying as a Trainee or Apprentice please call 131 601 for full details.

Units

CHCCCS007

Develop and implement service programs

CHCDEV002-UNGRADED	Analyse impacts of sociological factors on clients in community work and services
CHCCOM003	Develop workplace communication strategies
CHCMGT005	Facilitate workplace debriefing and support processes
CHCDIV003	Manage and promote diversity
CHCLEG003	Manage legal and ethical compliance
HLTWHS004	Manage work health and safety
CHCPRP003	Reflect on and improve own professional practice
CHCSOH001	Work with people experiencing or at risk of homelessness
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCAOD001	Work in an alcohol and other drugs context
CHCMHS001	Work with people with mental health issues
CHCPRT001	Identify and respond to children and young people at risk
CHCGRP002	Plan and conduct group activities
CHCCSL002	Apply specialist interpersonal and counselling interview skills
CHCMHS007	Work effectively in trauma informed care