

COURSE CODE

HLT45015

COURSE

## Certificate IV in Dental Assisting

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.

# Certificate IV in Dental Assisting

National Course Code: HLT45015 | TAFE NSW Code: HLT45015-02V01-20NEP-208

Qualification Level	Certificate IV
Study Type	PT Evening
Course Start Date	Enquire Now
Hours Per Week	27.1
Duration	36 Weeks
Delivery Locations	Nepean, Kingswood
Course Fees	<p><b>Subsidised Prices</b>            Fee-Free training applies to <a href="#">JobTrainer</a> and <a href="#">Mature Age Workers Scholarship</a>, if eligible. Eligibility criteria applies.            First Qualification: \$1,550.00            Subsequent Qualification: \$1,820.00            Traineeship: \$1,000.00            You may be eligible for the NSW Smart &amp; Skilled <b>Fee-Free</b> Traineeship which will be verified at enrolment.            Concession: \$240.00</p> <p><b>Non-subsidised Prices</b>            Full Fee: \$11,060.00</p>
Course Features	Nationally Recognised Training Traineeship Allowed This training is fully government-subsidised under JobTrainer

## Course Description

This qualification reflects the role of workers who provide an advanced level of assistance to a dentist, dental hygienist, dental prosthetist, dental therapist or oral health therapist, which contributes to the quality of oral health care.

This qualification reflects the requirements for the specialisation Certificate IV in Dental Assisting (Radiography).

To achieve this qualification, the candidate must have completed at least 250 hours of work as detailed in the Assessment Requirements of the units of competency.

Jurisdictional legislative radiation licensing requirements may apply to candidates who undertake Group A electives for Radiography specialisation. If Radiography units or a Radiology specialisation is not selected, 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 entry requirements for this qualification

### 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](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>

### 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.

To be enrolled in this course, you need to be able to provide evidence that you must hold HLT35015-Certificate III in Dental Assisting

TAFE NSW requires all students to have undertaken the LLN Assessment prior to commencement of course an LLN level of at least 2 and be able to work at An LLN level of 3 at the commencement of the course.

Skills Teams must conduct suitable assessment processes to screen for student's capacity to meet level 3 of LLN proficiency. Where necessary, support must be negotiated and implemented. Skills Teams can refer to TAFE NSW Learning Support Services for assistance in implementing a suitable ACSF assessment tool. Refer to <https://staff.tafensw.edu.au/section/tafedigital/digital-teaching-support/support/language-literacy-and-numeracy-home-hub/>.

Students must have a current Working with Children Check and must provide a copy of their immunisation record. Entry requirements are checked at orientation

To successfully complete this course, you must have completed at least 250 hours of work as detailed in the Assessment Requirements of the units of competency.

## Information Sessions and more about the course

To register for an information session, head to [tafensw.edu.au/infofest](http://tafensw.edu.au/infofest). Students who cannot attend the Information Session please make an online enquiry or contact us on 131 601 for more information about the course!

### INFORMATION SESSIONS

There are no information sessions currently scheduled for this course.

### STUDY COMMITMENT

This is a Part Time Evening Blended course. You will need to attend approximately 27.1 hours of class, once a week, for 36 weeks.

You may also be required to complete approximately 7.8 hours of additional study each week outside of class hours, including assessment preparation, reading, review class work, personal reflections and research.

### IS THIS COURSE RIGHT FOR YOU?

This course offering reflects the role of workers who provide an advanced level of assistance to a dentist, dental hygienist, dental prosthetist, dental therapist or oral health therapist, which contributes to the quality of oral health care.

### SERVICES AND STUDY SUPPORT

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

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)
- Smarthinking - after hours online study support service
- Easy computing online short courses
- Access to local TAFE libraries
- Accessibility and Disability Support Services
- Access to Read&Write learning support software at TAFE and at home

## Attendance

To keep you safe while studying, some of our face to face classes may be replaced with online or connected learning. We have also modified our face to face classes to meet physical distancing requirements and increased cleaning on campus. As restrictions ease, the way you attend your class may change again. If work placement and the demonstration of practical skills are requirements of your course, due to the impacts of COVID-19 there may be a delay or modification in being able to undertake these aspects of your course in the planned timeframe. Be assured, we'll keep you informed every step of the way.

This course is currently scheduled on Mondays 6 pm to 9 pm. This timetable may change and will be confirmed by your teacher.

## Fee Details

This is a fully government-subsidised [JobTrainer](#) course. Eligibility criteria applies.

### 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. Payment plans are available through TAFE NSW for Smart and Skilled eligible qualifications.

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

[Eligible?](#)

## ADDITIONAL RESOURCES

You will need to provide for yourself the following resources which you will keep when you complete your study:

1x shirt for workplacement \$25.00

## 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](#)

## Incidental Cost

- Student Association - \$20.00

# How to Enrol

Enrolments for this course have now closed.

[Enquire now](#) and we will contact you when enrolments open. Visit our [Online Courses](#) to view our range of study options that you can start anytime.

# Units

HLTDEN003	Assist with administration in dental practice
HLTDEN002	Assist with dental radiography
CHCCOM005	Communicate and work in health or community services
HLTINF001	Comply with infection prevention and control policies and procedures
HLTINF003	Implement and monitor infection prevention and control policies and procedures
HLTWHS003	Maintain work health and safety
HLTDEN001	Prepare for and assist with oral health care procedures
HLTINF002	Process reusable medical devices and equipment
HLTAID003	Provide first aid
CHCDIV001	Work with diverse people

HLTDEN007	Apply the principles of radiation biology and protection in dental practice
BSBRSK401	Identify risk and apply risk management processes
HLTDEN008	Prepare to expose a prescribed dental radiographic image
HLTDEN009	Produce a prescribed dental radiographic image