

CERTIFICATE III IN HEALTH ADMINISTRATION



COURSE CODE:

HLT37315

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.

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QUALIFICATION

Certificate III in Health Administration

CAREER AREA

Access Education (Further Study For Employment)

TRAINING PACKAGE ENTRY REQUIREMENTS:

There are no formal entry requirements for this course. However, it is assumed that you have literacy and numeracy skills at Certificate II level for success in this course. Contact your TAFE NSW campus if you have any questions about your suitability.



NATIONALLY RECOGNISED
TRAINING

■ **Traineeship Allowed**

■ **Full Time**

OVERVIEW

Are you passionate about helping others? Create a career you can be truly proud of when you study the Certificate III in Health Administration.

This is a fully government-subsidised JobTrainer course. Eligibility criteria applies.

You will learn about health administration, medical terminology and basic business skills and how to facilitate the empowerment of:

- People with disabilities
- People with mental health challenges
- People from diverse backgrounds
- People experiencing, or at risk of, homelessness

Our highly experienced teachers will give you the practical skills and knowledge you need to succeed in your health administration career.

The Certificate III in Health Administration is delivered as a fully online course so you can study at a time and place that suits you. Traineeships are also available, so you can learn on-the-job while getting paid.

Plus, our graduates can go onto roles such as a:

- Health Assistant
- Support Worker
- Therapy Aide
- Health Administrative Worker
- Clinical Coding Clerk
- Admissions Clerk (Health Services)

Talk to us today about the study options available to you.

CAMPUS	STUDY MODE	START DATE	DURATION	MAX FEE IF ELIGIBLE FOR SUBSIDY	HOURS PER WEEK
TAFE Digital	Online	04 Jan 2021	1 Year	\$1,750.00	23

(Traineeship)

Tafe Digital	Online	Anytime	18 Months	\$1,750.00	16
Nepean, Kingswood	Full Time	01 Feb 2021	18 Weeks	\$1,750.00	20