



**BUNDABERG STATE HIGH SCHOOL
VOCATIONAL EDUCATION AND TRAINING (VET) PROGRAMS**

RTO Name: Connect 'N' Grow	RTO NO: 40518
VET Course Code & Name: HLT33115 Certificate III in Health Services Assistance	

BSHS Subject Name	Years	Subject Code	ATAR	QCE Credits	VET	Additional
Certificate III in Health Services Assistance	11/12	VAH	-	Up to 4	YES	Successful completion of CHC22015 Certificate II in Community Services and HLT23215 Certificate II in Health Support Services

Head of Department: Mrs Kylie Milliken

Course Outline:

This course is designed to introduce students to the health and communities industry.

Course Content:

Certificate III in Health Services Assistance		
<i>Students are required to complete 14 Units of Competency – 6 Core Units and 8 Electives Units</i>		
HLTWHS001	Participate in workplace health and safety^	Core
HLTINF001	Comply with infection prevention and control policies and procedures^	Core
CHCDIV001	Work with diverse people^	Core
CHHCCOM005	Communicate and work in health or community services^	Core
HLTAAP001	Recognise healthy body systems	Core
BSBMED301	Interpret and apply medical terminology	Core
BSBWOR301	Organise personal work priorities and development	Core
CHCCOM001	Provide first point of contact	Core
HLTAID003	Provide First Aid (Imported Elective)^#	Elective
CHCCCS015	Provide individualised support	Elective
HLTHSS003	Perform general cleaning tasks in a clinical setting	Elective
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander Cultural Safety	Elective
HLTAID001	Provide cardiopulmonary resuscitation	Elective
HLTAID002	Provide basic emergency life support	Elective
FSKLRG06	Participate in work placement (Imported Elective)^	Elective
BSBCUS201	Deliver a service to customers (Imported Elective)	Elective

^ Competencies delivered in other courses and may affect new learning and QCE points awarded. This is subject to change.

#External RTO

Students may gain recognition for skills that they have acquired from other subjects/courses to complete some Units of Competency.



BUNDABERG STATE HIGH SCHOOL VOCATIONAL EDUCATION AND TRAINING (VET) PROGRAMS

Assessment Outline:

This is a competency-based course. Students will have a number of opportunities (generally three) to demonstrate that they can competently complete the set activities over the course of study.

Students are assessed using a variety of techniques such as questioning, folio of work, workplace activities and teacher observation.

Career Pathways:

This qualification reflects the role of workers who provide support for the effective functioning of health services. At this level workers complete tasks under supervision involving known routines and procedures or complete routine but variable tasks in collaboration with others in a team environment.

Potential Activities:

Students are provided with the opportunity to complete tasks within a simulated working environment. These tasks include but are not limited to, working with Microsoft Word, Excel, PowerPoint and using email.

Costs:

For students who have obtained the Certificate II Health Support Services and Certificate II Community Services under VETIS funding, the course cost is \$250. Students who have undertaken the Certificate II Health Support Services and Certificate II Community Services under the Fee for Service model, the course cost is \$450. Students, through their resource hire fee, have access to the photocopied class materials and required documentation.

Student Requirements:

This course is VETIS funded for eligible students. Students will require a laptop computer and school network access. The Microsoft Office suite is available free to students and can be accessed from the school network.

Student Information:

Bundaberg State High School does not guarantee that students will complete their qualification or Units of Competencies, however at Bundaberg State High School VET tracking/case-management of students is in place as a checking system to see that student are progressing towards completions. We encourage parent and student communication in this process. We do not guarantee an employment outcome upon completion of this course. Qualifications must be completed in a manner that meet the VET Standards for RTO's 2015.

All information is correct at time of publication but subject to change.