



# AMERICAN COLLEGE



**CHC52021** CRICOS CODE  
113576J

## DIPLOMA OF COMMUNITY SERVICES

Australian  
Qualifications  
Framework

NATIONALLY RECOGNISED  
TRAINING

### Course Description

This qualification reflects the role of community services workers involved in the delivery, management and coordination of person-centred services to individuals, groups, and communities. At this level, workers have specialised skills in community services and work autonomously within their scope of practice under broad directions from senior management. Workers support people to make change in their lives to improve personal and social wellbeing and may also have responsibility for the supervision of other workers and volunteers. They may also undertake case management and program coordination. To achieve this qualification, the candidate must have completed at least 200 hours of work as detailed in the Assessment Requirements of units of competency. The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice. No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

### Job Roles

Community Care Manager, Coordinator of Volunteer Work, Team Leader, Care Team Leader, Family Services Coordinator

### Course Duration And Fee

52 Weeks (44 Study weeks and 8 weeks holidays)  
\$12,990 includes an enrolment fee of \$395 plus a \$245 material fee

### Entry Requirements

American College entry requirements are as follows:

International students must:

- Be at least 18 years of age and have completed Year 12 or equivalent.
- Participate in a course entry interview to determine suitability for the course and student needs.
- Have an IELTS\* score of 6.0 (test results must be no more than 2 years old). English language competence can also be demonstrated through documented evidence of any of the following:
  - Educated for 5 years in an English-speaking country; or
  - Successful completion of an English Placement Test

Workplace Placement : Students are required to complete 200 hours of Work placement. American College may help to find the appropriate work placement if required.

Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 6.0.

### Pathway

By completing this course, you may gain knowledge and skills to persist a career in the following job streams:

- Community Services Work
- Counselling, Mental Health, and Intervention Support
- Aged, Disability, Home and Community Care4 Early Childhood & School Age Education and Care

## Recognition of Prior Learning (RPL) & Credit Transfer (CT)

Students may apply for Recognition of Prior Learning (RPL) by providing evidence that they have the required skills and knowledge in the specific areas of competency through work / industry experience and/or completed eligible assessments in an equivalent or higher qualification. Appropriate credit transfer may be granted to eligible students against each unit of competency on evidence to successful completion of the same unit in an equivalent or higher nationally endorsed qualification. Students with credit transfers or recognition of prior learning will finish the course in a shorter duration and are advised to consult appropriate authorities/bodies for applicable criteria if they are planning further study or stay in Australia

### Recognition of Prior Learning

Recognition of prior learning (RPL) is an assessment process that involves assessment of an individual's relevant prior learning (including formal, informal and non-formal learning) to determine the credit outcomes of an individual application for credit.

(Source: <http://www.aqf.edu.au/wp-content/uploads/2013/06/RPL-Explanation.pdf>)

### Credit Transfer

Credit transfer is a process that provides students with agreed and consistent credit outcomes for components of a qualification based on identified equivalence in content and learning outcomes between matched qualifications.

(Source: <http://www.aqf.edu.au/wp-content/uploads/2013/06/CreditTransferExplanation.pdf>)

## Assessment Methods

Assessment processes cover a broad range of skills and knowledge needed to demonstrate competency and will integrate knowledge and skills with their practical application. All assessments of units of competency will be conducted according to the assessment guidelines and competency standards of the official Training Package for this qualification. Students will be required to perform in a range of areas including and not limited to : knowledge questions, project, simulated practical observation, reflective general and log book, third party report etc.

## Mode of Delivery

Full-time – Face to Face Classes (20 Contact hours)  
Learners may require to undertake  
5\* hours self-study (\* Indicative only)

## Qualification

On successful completion of this course the student would be awarded CHC52021- Diploma of Community Services which is nationally recognised qualification. This could help student gain entry into career paths or higher education in Aged care or Disability streams. Students who do not complete all units may be eligible for a Statement of Attainment in partial completion of a CHC52021- Diploma of Community Services.

## Units Detail

**Packaging Rules : 20 units must be completed:**

- 12 core units
- 8 elective units.

### — CORE UNITS —

CHCCCS004	Assess co-existing needs
CHCCCS007	Develop and implement service programs
CHCCCS019	Recognise and respond to crisis situations
CHCCSM013	Facilitate and review case management
CHCDEV005	Analyse impacts of sociological factors on people in community work and services
CHCDFV001	Recognise and respond appropriately to domestic and family violence
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCLEG003	Manage legal and ethical compliance
CHCMGT005	Facilitate workplace debriefing and support processes
CHCPRP003	Reflect on and improve own professional practice
HLTWHS003	Maintain work health and safety
CHCDIV001	Work with diverse people

### — ELECTIVE UNITS —

CHCCCS009	Facilitate responsible behaviour
CHCCOM003	Develop workplace communication strategies
CHCDIV003	Manage and promote diversity
CHCMGT003	Lead the work team
CHCMHS007	Work effectively in trauma informed care
CHCPOL003	Research and apply evidence to practice
CHCADV002	Provide advocacy and representation services
CHCADV005	Provide systems advocacy services

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