

Enhance your Aged Care skills to a higher level...

Aged Care Workers perform a critical role in our society with the provision of personal care and support to elderly people. The standard of support, activities and interventions you facilitate affects the wellbeing and quality of life of your elderly clients.

Developing your care skills to a Certificate IV level assists with providing a higher level of care to your clients and moving into supervisory and coordination roles.

What you will learn

During the course you'll learn how to provide quality care to the elderly including:

- ✔ Facilitating responsive support and individualised plans for clients
- ✔ Facilitating the independence and personal care of the elderly
- ✔ Liaising with professionals and other service providers, and
- ✔ Supervising support workers and volunteers.

Roles you can perform with this qualification

After finishing your qualification, you have a sufficient level of skill and knowledge to perform the following roles in an Aged Care environment:

- ✔ Care Supervisor/Team Leader
- ✔ Program Coordinator
- ✔ Hostel Supervisor
- ✔ Day Activity Coordinator
- ✔ Accommodation Support Supervisor

Units covered in the course

The following units are completed during the course:

Certificate IV in Aged Care	
Course Code: CHC40108 Internal Code: AC4A	
Unit Code	Unit Title
CHCCS400A #	Work within a legal and ethical framework
CHCICS401A # *	Facilitate support for personal care needs
CHCAC412A #	Provide services to an older person with complex needs
CHCCS422A *	Respond holistically to client issues
CHCPA402B #	Plan for and provide care services using a palliative approach
CHCICS402A *	Facilitate individualised plans
CHCICS405A #	Facilitate groups for individual outcomes
CHCAC416A *	Facilitate support responsive to the specific nature of dementia
HLTOHS300A *	Contribute to OHS processes
CHCAC417A #	Implement interventions with older people at risk of falls
CHCINF403C	Coordinate information systems
CHCORG406A #	Supervise work
CHCAD401D #	Advocate for clients
CHCNET404A #	Work with other services
HLTHIR403B #	Work effectively with culturally diverse clients and co-workers

Units marked with an * require assessment in a workplace environment during a work placement.

Units marked with a # require completion of a practical component in a simulated work environment.

The information included in this Course Outline is indicative of the final curriculum but may not necessarily contain all units necessary for completion of the course. All assessment you complete throughout your studies will contribute to your final award. The Institute periodically revises its curriculum to comply with industry changes and any changes, upgrades or expansions will be instigated in such a way that your studies are affected as little as possible.

How you will complete the Certificate IV in Aged Care

After enrolling into your course with the Institute, you are progressively provided with a workbook for each of the units of the course. You complete the workbooks in the order shown in the table above. The workbooks cover the theoretical information you need to know before moving onto demonstrating your competency in a simulated setting and the workplace.

Some units of the Certificate IV in Aged Care require you to demonstrate various skills in a simulated setting, either at a seminar, private assessment or by sending in a video recording of your skills demonstration. The following practicals need to be completed during the course:

Practical Name	When to Complete	Duration (if completed via seminar)
Legal & Ethical Frameworks **	Complete after workbook for Unit CHCCS400A is competent	1 day
Working with Complex Needs **	Complete after workbook for Unit CHCAC412A is competent	1 day
Aged & Community Care II **	Complete after workbook for Unit CHCAC416A is competent	2 days
Supervise Work **	Complete after workbook for Unit CHCORG406A is competent	1 day
Advocating for Clients **	Complete after workbook for Unit CHCAD401D is competent	1 day
Working with Other Services **	Complete after workbook for Unit CHCNET404A is competent	1 day
Working with Diversity I **	Complete after workbook for Unit HLTHIR403B is competent	1 day

** These practicals are also included in other qualifications offered by AICS.

To assist you with the transitioning of your knowledge and skills into the workplace, the course also requires the completion of a work placement. If you have not worked in a caring role previously, we recommend you start your placement once you have successfully completed **all workbooks up to unit HLTOHS300A** and the following practicals: **Legal & Ethical Frameworks, Working with Complex Needs, and Aged & Community Care II.**

Entry Requirements

All students enrolling for the Certificate IV in Aged Care course need to have gained competency in the following units from the Certificate III in Aged Care (Course Code CHC30208):

CHCAC318A	Work effectively with older people
CHCAC319A	Provide support to people living with dementia
CHCCS411A	Work effectively in the community sector
CHCICS303A	Support individual health and emotional well being
HLTAP301A	Recognise healthy body systems in a health care setting
CHCPA301B	Deliver care services using a palliative approach

If you have completed the previous Certificate III in Aged Care Work (Course Code CHC30102), please speak with Institute staff at your nearest Student Support Centre to discuss your options in gaining entry to the course.

Mutual Recognition

If you have completed another nationally recognised training program that contains any of the units in the Certificate IV in Aged Care, you will receive recognition for the relevant units. To apply for mutual recognition, simply download a copy of the Credit Transfer and Recognition of Prior Learning (RPL) Kit from the Institute's website at www.aics.net.au.

How long will my course take?

Whilst you can study at a pace that suits you, students progressing steadily through their course complete the qualification in approximately 6 months.

If your course is funded by Centrelink or another funding program, you'll need to progress through your course in accordance with the timeframes indicated on your Course Planner provided with your first Study Pack. On a full time study workload you will complete the course in 6 months.

