

Aged Care and Health Training



Welcome to Health Skills Australia

Would you like to make a real difference to the lives of others?

Working as a carer or nurse in aged care, disability services, or in a clinic or hospital, can be a rewarding and challenging career. With so many new opportunities in this diverse sector, there's never been a better time to invest in your vocational education.

Health Skills Australia is one of Australia's leading providers of specialist healthcare and community services training.

We offer nationally accredited qualifications from Certificate II through to Diploma level, as well as short courses and in-service training. Flexible study options help you to fit your study around your work and



family commitments. Study on-campus in Melbourne, Brisbane or Sydney.

We are committed to making a difference in the lives of people in care by providing excellence in health care training.

All programs are taught by practising healthcare professionals, who share their real-life experience and insights into the latest tools and industry requirements.

So whether you're starting a new career in healthcare, looking to re-enter the workforce, or just want to keep your skills up to date, we look forward to welcoming you.

Why study with Health Skills Australia?

When you're working with the elderly, people with disabilities or mental health issues, or medical patients, there are essential practical skills you need, as well as a strong foundation in theoretical knowledge.

Health Skills Australia offers a wide range of training programs that have been developed in close consultation with the healthcare and community services sectors. All our courses are nationally



accredited, and can lead into new learning pathways, including degree programs, or help you to fast-track your career.

Our students enjoy:

- Specialist training in the latest industry best practice.
- Small class sizes, with individual attention and hands-on learning.
- Professional educators, with practical experience in their chosen field.
- Flexible vocational study, with on-campus and online learning, short courses and in-service training.



For more information and course dates call us on 1300 306 886 or check out our website www.healthskills.com.au

Training programs

Our training programs suit a wide range of professions at all levels in the healthcare and community services sectors.

Vocational training

Aged Care	Code	Designed for	Career Outcomes
Certificate II in Community Services	CHC20108	Those in residential aged care facilities, client homes, respite care or community groups with older people.	Each course is a pathway to further aged care qualifications. For example, you could work as a home care worker, personal care assistant or community care worker, and progress to social program coordinator, care supervisor or activities officer.
Certificate III in Aged Care	CHC30208		
Certificate III in Home and Community Care	CHC30308		
Certificate IV in Home and Community Care	CHC40208		
Certificate IV in Aged Care	CHC40108		
Certificate IV in Leisure and Health	CHC40608		
Diploma in Leisure and Health	CHC50508		

Community Services

Diploma in Community Services (Mental Health)	CHC50308	Those working in aged care or community care and would like to develop strategies for dealing with mental health issues, including dementia. Alternately you could work with people suffering from mental illness in either a community or an acute care setting.	Supervisory roles in aged care and community care services or community mental health worker.
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Disability

Certificate III in Disability	CHC30408	Those who would like to care for people with disabilities in residential homes, training centres, day respite, or client homes, develop activities and co-ordinate services to help them participate in the community and become more independent.	Working through the qualifications can take you from assistant nursing, family support and care-giver roles to disability officer, development officer and local area coordinator positions.
Certificate IV in Disability	CHC40308		

*Committed to improving
the lives of people in care*

Health Worker	Code	Designed for	Career Outcomes
Certificate II in Health Support Services	HLT21207	Those who would like to work as an assistant or support staff member in a range of vital health service occupations.	From administration support, food service or maintenance assistance and stores assistant to orderly, operating theatre support and nursing support or patient care assistant.
Certificate III in Health Services Assistance	HLT32507		
Health Management			
Certificate IV in Health Administration	HLT43207	Those who provide administrative support in a clinic, hospital or medical centre and would like to move into a more supervisory role.	From medical records team leader, executive assistant or ward clerk to practice manager or supervisor.
Certificate IV in Health Supervision	HLT40407		
Nursing			
Enrolled Nursing		Those who would like to become an enrolled nurse.	Enrolled nurse in acute care hospitals, aged care facilities, adult day centre or community health centres.



Short Courses

First Aid	Code	Designed for	Course content
Apply First Aid	HLTFA301B	Those who would like to develop their skills in first aid, life support and casualty management.	Consisting of distance and on-campus learning over two full days, you'll be taught CPR and emergency life support techniques, as well as procedures and management of all types of injury and illness.
Medical Reception			
Interpret and apply medical terminology correctly	BSBMED301B	Those who work in a medical reception role in medical centres, hospitals or clinics.	Over four half days, you'll understand medical terms so you can help doctors with their communications, and gain a working knowledge of the Medicare system and medical practice billing systems.
Prepare and process medical accounts	BSBMED302A		
Medical Computing			
Pracsoft™ practice management program		Those would like to get more out of their practice management program, or get a basic understanding of how it works.	Over two half days, you'll learn how to manage your appointment book and patient database, banking, billings and settings.



Health Skills Australia is part of the Navitas Group, an Australian diversified global education leader.

In-service training

As well as our regular training programs, Health Skills Australia also supports a number of community service and healthcare providers with continuing education for their staff.

In-service training can be fully customised for your needs, and you can choose from a large range of sessions in the following areas:

- Supervision and management
- Continence
- Medication
- Palliative care
- Behaviour management
- Disease management
- Mandatory training, such as first aid

Our expert trainers can come to your workplace, or your staff can attend sessions on campus.

Funding your education

There are a number of government programs available that may help you with the cost of tuition. Call us to find the most appropriate funding option for your circumstances.

How to apply

To find out more about studying at Health Skills Australia, visit www.healthskills.com.au

You can download course brochures, check our current timetable, and apply online. Or, call 1300 306 886 and we'll be happy to help you with any questions you may have.

Campus locations:

Melbourne | Brisbane | Sydney

Visit www.healthskills.com.au for campus address details.



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