

Community Faculty

From Subscription to Qualification

As Training Packages and prices change periodically, please refer to the online version for the latest details.

Although many subscribers join us for continuing Professional Development, you can also use Subscription as a pathway to nationally recognised Units of Competency, Skills Sets, Certificates and Diplomas.

If you would like nationally recognised outcomes from your Subscription, please follow these steps:

1 – Identify which Subjects you need to complete (and in what order if applicable).

This document lists which Subjects map to which units of competency in which qualifications.

2 – Complete the assessment for the subject.

Assessments are accessed within your Subscription. We recommend you complete the assessment as you work through the subject (rather than leaving it to the end), and submit it before you start the next subject.

3 – Enrol in the Assessment

As soon as the assessment is ready to submit, click the 'Enrol Now' link at the end of the Assessment.

At this time you will pay the 'Assessment Only' fee for that subject and be officially enrolled into the relevant units of competency and have your assessment passed to an assessor.

Resubmissions: If you are unsuccessful on your first attempt, but are very close, you can resubmit for no additional fee. For anything more a Resubmission Fee of \$40+gst will be charged per attempt.

4 – Recognition

Each successfully completed assessment provides you with one or more formal units of competency. Once you have all of the units of competency required for a particular qualification, you can use Credit Transfer to attain that qualification...or qualifications.

Some subjects contain units which require you to undertake placement hours within industry. If you are seeking qualification outcomes from your study, we strongly recommend you source and commence your placement as soon as possible, as the last thing you want is to have graduation delayed due to outstanding hours.

Although many of the subjects can be completed in any order, if you intend to complete a full qualification we usually recommend you complete them in the order listed. Where there is a requirement to complete some of the subjects in a certain order, this has been detailed in this document.

For full terms and condition relating to Subscription and Per Subject Assessments, please refer to the Student Handbook and Online Shop.

Nationally Recognised courses

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CHCSS00073 CASE MANAGEMENT SKILL SET

To attain this Skill Set, complete the following 4 subjects in any order.

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Coordinate case management requirements	CHCCSM004 Coordinate complex case requirements	\$250 upfront
2	Undertaking case management	CHCCSM005 Develop, facilitate and review all aspects of case management	\$360 upfront OR \$130pm x 3 mths = \$390
3	Identifying co-existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133pm x 3 mths = \$399
4	Provide case management supervision	CHCCSM006 Provide case management supervision	\$250 upfront

CHC42015 CERTIFICATE IV IN COMMUNITY SERVICES

To attain this qualification, complete the following 15 subjects which include Work Placement.

These can be completed in any order except for Advocacy 1 which should be completed BEFORE Advocacy 2.

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Understanding clients LLN needs	CHCLLN001 Respond to client language, literacy and numeracy needs	\$130 upfront
2	Working within a legal and ethical framework	CHCLEG001 Work legally and ethically	\$175 upfront
3	Assessing the developmental need of a client	CHCDEV001 Confirm client developmental status	\$275 upfront
4	Advocacy I	CHCADV001 Facilitate the interests and rights of clients	\$215 upfront
5	Advocacy II	CHCADV002 Provide advocacy and representation services	\$195 upfront
6	Identifying co existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133 pm x 3 mths = \$399
7	Networking and partnerships within the community services sector	CHCPRP001 Develop and maintain networks and collaborative partnerships	\$195 upfront
8	Introduction to communication skills	CHCCOM002 Use communication to build relationships	\$265 upfront
9	Maintain work health and safety	HLTWHS003 Maintain work health and safety	\$210 upfront
10	Manage work health and safety	HLTWHS004 Manage work health and safety	\$350 upfront OR \$126 pm x 3 mths = \$378
11	Undertaking case management	CHCCSM005 Develop, facilitate and review all aspects of case management	\$360 upfront OR \$130 pm x 3 mths = \$390
12	Debriefing in the workplace	CHCMGT005 Facilitate workplace debriefing and support processes	\$180 upfront
13	Work with people from diverse cultures	CHCDIV001 Work with diverse people	\$280 upfront
14	Manage and promote diversity	CHCDIV003 Manage and promote diversity	\$255 upfront
15	Reflection and professional development	CHCPRP003 Reflect on and improve own professional practice	\$95 upfront

Placement

- A minimum 40 hours work placement is required for CHCDEV001, HLTWHS003 and HLTWHS004.

CHC43415 CERTIFICATE IV IN LEISURE & HEALTH

To attain this qualification, complete the following 17 subjects which include Work Placement.

Complete 'Understanding a client's physical health status' AND 'Introduction to Leisure and health' BEFORE you commence the CHCLAH series of units.

The 5 CHCLAH00 units should be completed in order. Remaining units can be completed in any order.

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Work with people from diverse cultures	CHCDIV001 Work with diverse people	\$280 upfront
2	Working with forced migrants	CHCSET001 Work with forced migrants	\$250 upfront
3	Work with people with mental health issues	CHCMHS001 Work with people with mental health issues	\$365 upfront OR \$131pm x 3 mths = \$393
4	Understanding a clients physical health status	HLTAAP002 Confirm physical health status	\$130 upfront
5	Identifying co existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133pm x 3 mths = \$399
6	Introduction to leisure and health	CHCLAH001 Work effectively in the leisure and health industries	\$160 upfront
7	Advocacy II	CHCADV002 Provide advocacy and representation services	\$195 upfront
8	Follow safe work practices for direct client care	HLTWHS002 Follow safe work practices for direct client care	\$130 upfront
9	Maintain work health and safety	HLTWHS003 Maintain work health and safety	\$210 upfront
10	Introduction to communication skills	CHCCOM002 Use communication to build relationships	\$265 upfront
11	Empowering people with disabilities	CHCDIS007 Facilitate the empowerment of people with disability	\$175 upfront
12	Recreation programs for older adults	SISCCRO001 Plan and conduct recreation programs for older persons	\$265 upfront
13	Leisure and health programming	CHCLAH002 Contribute to leisure and health programming	\$145 upfront
14	Implementing and monitoring leisure and health programs	CHCLAH003 Participate in the planning, implementation and monitoring of individual leisure and health programs	\$130 upfront
15	Leisure and health programming for clients with complex needs	CHCLAH004 Participate in planning leisure and health programs for clients with complex needs	\$95 upfront
16	Understanding developmental and sociological needs in the leisure and health sector	CHCLAH005 Incorporate lifespan development and sociological concepts into leisure and health programming	\$95 upfront
17	Reflection and professional development	CHCPRP003 Reflect on and improve own professional practice	\$95 upfront

Placement/Other

- A minimum 120 hours work placement is required for HLTWHS003, CHCDIS007, and CHCLAH002-004. A minimum of 20 hours of this must be conducted in an aged care facility.
- You will require access to 3 older people to participate in an activity or unit SISCCRO001.

CHC40413 CERTIFICATE IV IN YOUTH WORK

To attain this qualification, complete the following 18 subjects which include Work Placement.

Complete 'Work with people from diverse cultures' BEFORE "Promote Aboriginal and Torres Strait Islander cultural safety".

Complete 'Assessing the developmental need of clients' prior to the CHCYTH series of units.

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Work with people from diverse cultures	CHCDIV001 Work with diverse people	\$280 upfront
2	Work with people with mental health issues	CHCMHS001 Work with people with mental health issues	\$365 upfront OR \$131pm x 3 mths = \$393
3	Promote Aboriginal and Torres Strait Islander cultural safety	CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety	\$175 upfront
4	Identifying co existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133 pm x 3 mths = \$399
5	Introduction to communication skills	CHCCOM002 Use communication to build relationships	\$265 upfront
6	Networking and partnerships within the community services sector	CHCPRP001 Develop and maintain networks and collaborative partnerships	\$195 upfront
7	Implementing communication strategies	CHCCOM003 Develop workplace communication strategies	\$175 upfront
8	Working within a legal and ethical framework	CHCLEG001 Work legally and ethically	\$175 upfront
9	Engaging with youth	CHCYTH001 Engage respectfully with young people	\$95 upfront
10	Working effectively with young people	CHCYTH002 Work effectively with young people in the youth work context	\$95 upfront
11	Participate in work health and safety	HLTWHS001 Participate in work health and safety	\$135 upfront
12	Assessing the developmental need of a client	CHCDEV001 Confirm client developmental status	\$275 upfront
13	Providing youth support	CHCYTH010 Provide services for young people appropriate to their needs and circumstances	\$105 upfront
14	Group work	CHCGRP002 Plan and conduct group activities	\$135 upfront
15	Community development	CHCCDE003 Work within a community development framework	\$95 upfront
16	Support young people to create opportunities in their lives	CHCYTH003 Support young people to create opportunities in their lives	\$160 upfront
17	Working with young people at risk	CHCPRT001 Identify and respond to children and young people at risk	\$95 upfront
18	Respond to critical situations	CHCYTH004 Respond to critical situations	\$160 upfront
Placement			
<ul style="list-style-type: none"> A minimum 40 hours work placement is required for CHCDEV001, CHCYTH001-004, CHCYTH010 and CHCPRT001. 			

CHC50313 DIPLOMA OF CHILD, YOUTH & FAMILY INTERVENTION

To attain this qualification, complete the following 16 subjects which include Work Placement.

Complete 'Work with people from diverse cultures' BEFORE 'Promote Aboriginal and Torres Strait Islander cultural safety'

Complete 'Assessing the developmental need of a client' BEFORE the CHCPRT series of units.

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Implementing communication strategies	CHCCOM003 Develop workplace communication strategies	\$175 upfront
2	Work with people from diverse cultures	CHCDIV001 Work with diverse people	\$280 upfront
3	Promote Aboriginal and Torres Strait Islander cultural safety	CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety	\$175 upfront
4	Assessing the developmental need of a client	CHCDEV001 Confirm client developmental status	\$275 upfront
5	Analysing clients information to provide appropriate support	CHCDEV003 Analyse client information for service planning and delivery	\$95 upfront
6	Identifying co-existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133pm x 3 mths = \$399
7	Work with people with mental health issues	CHCMHS001 Work with people with mental health issues	\$365 upfront OR \$131pm x 3 mths = \$393
8	Responding holistically to clients needs	CHCCCS016 Respond to client needs	\$250 upfront
9	Undertaking case management	CHCCSM005 Develop, facilitate and review all aspects of case management	\$360 upfront OR \$130pm x 3 mths = \$390
10	Manage legal and ethical compliance	CHCLEG003 Manage legal and ethical compliance	\$245 upfront
11	Debriefing in the workplace	CHCMGT005 Facilitate workplace debriefing and support processes	\$180 upfront
12	Develop and implement service programs	CHCCCS007 Develop and implement service programs	\$250 upfront
13	Understanding the child protection sector	CHCPRT006 Build professional practice and sectoral expertise	\$125 upfront
14	Supporting children, youth and family	CHCPRT004 Work effectively in child protection to support children, young people and families	\$170 upfront
15	Providing youth support	CHCPRT010 Work with children and young people with complex trauma and attachment issues and needs	\$170 upfront
16	Reflection and professional development	CHCPRP003 Reflect on and improve own professional practice	\$95 upfront

Placement

- A minimum 100 hours work placement is required for CHCDEV001, CHCDEV003, CHCPRT006, CHCPRT004 and CHCPRT010.

CHC52015 DIPLOMA OF COMMUNITY SERVICES

To attain this qualification, complete the following 16 subjects which include Work Placement.

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Understanding clients LLN needs	CHCLLN001 Respond to client language, literacy and numeracy needs	\$130 upfront
2	Undertaking case management	CHCCSM005 Develop, facilitate and review all aspects of case management	\$360 upfront OR \$130pm x 3 mths = \$390
3	Identifying co existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133pm x 3 mths = \$399
4	Coordinate case management requirements	CHCCSM004 Coordinate complex case requirements	\$250 upfront
5	Implementing communication strategies	CHCCOM003 Develop workplace communication strategies	\$175 upfront
6	Manage work health and safety	HLTWHS004 Manage work health and safety	\$350 upfront OR \$126pm x 3 mths = \$378
7	Counselling 101	CHCCSL001 Establish and confirm the counselling relationship	\$385 upfront OR \$138pm x 3 mths = \$414
8	Advocacy II	CHCADV002 Provide advocacy and representation services	\$195 upfront
9	Manage legal and ethical compliance	CHCLEG003 Manage legal and ethical compliance	\$245 upfront
10	Promote Aboriginal and Torres Strait Islander cultural safety	CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety	\$175 upfront
11	Manage and promote diversity	CHCDIV003 Manage and promote diversity	\$255 upfront
12	Sociological factors in community services	CHCDEV002 Analyse impacts of sociological factors on clients in community work and services	\$235 upfront
13	Develop and implement service programs	CHCCCS007 Develop and implement service programs	\$250 upfront
14	Provide case management supervision	CHCCSM006 Provide case management supervision	\$250 upfront
15	Debriefing in the workplace	CHCMGT005 Facilitate workplace debriefing and support processes	\$180 upfront
16	Reflection and professional development	CHCPRP003 Reflect on and improve own professional practice	\$95 upfront
Placement			
<ul style="list-style-type: none"> A minimum 100 hours work placement is required for CHCDEV002 and HLTWHS004. 			

CHC51015 DIPLOMA OF COUNSELLING

To attain this qualification, complete the following 17 subjects. There is no work placement requirement.

Complete 'Counselling 101' BEFORE 'Interpersonal and Counselling Interview Skill' AND 'The counselling relationship and process'.

Complete 'Work with people from diverse cultures' BEFORE 'Promote Aboriginal and Torres Strait Islander cultural safety'

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Counselling 101	CHCCSL001 Establish and confirm the counselling relationship	\$385 upfront OR \$138pm x 3 mths = \$414
2	Interpersonal and Counselling interview skills	CHCCSL002 Apply specialist interpersonal and counselling interview skills	\$290 upfront
3	The counselling relationship and process	CHCCSL003 Facilitate the counselling relationship and process	\$295 upfront
4	Identifying co-existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133pm x 3 mths = \$399
5	Working within a legal and ethical framework	CHCLEG001 Work legally and ethically	\$175 upfront
6	Work with people from diverse cultures	CHCDIV001 Work with diverse people	\$280 upfront
7	Promote Aboriginal and Torres Strait Islander cultural safety	CHCDIV002 Promote Aboriginal and Torres Strait Islander cultural safety	\$175 upfront
8	Work with people with mental health issues	CHCMHS001 Work with people with mental health issues	\$365 upfront OR \$131pm x 3 mths = \$393
9	Personality and developmental theories	CHCCSL004 Research and apply personality and development theories	\$280 upfront
10	Undertaking case management	CHCCSM005 Develop, facilitate and review all aspects of case management	\$360 upfront OR \$130pm x 3 mths = \$390
11	Using learning theories in counselling	CHCCSL005 Apply learning theories in counselling	\$295 upfront
12	Counselling therapies	CHCCSL006 Select and use counselling therapies	\$295 upfront
13	Providing grief and loss support	CHCCCS017 Provide loss and grief support	\$365 upfront OR \$131pm x 3 mths = \$393
14	Recognise and respond to crisis situations	CHCCCS019 Recognise and respond to crisis situations	\$380 upfront OR \$136pm x 3 mths = \$408
15	Using decision-making processes in counselling	CHCCSL007 Support counselling clients in decision-making processes	\$365 upfront OR \$131pm x 3 mths = \$393
16	Debriefing in the workplace	CHCMGT005 Facilitate workplace debriefing and support processes	\$180 upfront
17	Reflection and professional development	CHCPRP003 Reflect on and improve professional practice	\$95 upfront
Placement/Other			
<ul style="list-style-type: none"> You need access to 3 people willing to participate in counselling scenarios to be uploaded as a video submission. 			

CHC53415 DIPLOMA OF LEISURE & HEALTH

To attain this qualification please complete the following 22 subjects which include Work Placement.

Complete 'Implementing communication strategies' AND 'Work with people from diverse cultures' AND 'Understanding a client's physical health status' AND 'Assessing the developmental need of a client' BEFORE the CHCLAH series of units.

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Implementing communication strategies	CHCCOM003 Develop workplace communication strategies	\$175 upfront
2	Managing performance in the workplace	BSBMGT502 Manage people performance	\$245 upfront
3	Work with people from diverse cultures	CHCDIV001 Work with diverse people	\$280 upfront
4	Working with forced migrants	CHCSET001 Work with forced migrants	\$250 upfront
5	Understanding a client's physical health status	HLTAAP002 Confirm physical health status	\$130 upfront
6	Advocacy II	CHCADV002 Provide advocacy and representation services	\$195 upfront
7	Optimising a client's leisure program	CHCLAH009 Apply concepts of human psychology to facilitate involvement in leisure programs	\$145 upfront
8	Understanding developmental and sociological needs in the leisure and health sector	CHCLAH005 Incorporate lifespan development and sociological concepts into leisure and health programming	\$95 upfront
9	Maintain work, health and safety	HLTWHS003 Maintain work, health and safety	\$210 upfront
10	Assessing the developmental need of a client	CHCDEV001 Confirm client development status	\$275 upfront
11	Identifying co existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133pm x 3 mths = \$399
12	Introduction to leisure and health	CHCLAH001 Work effectively in the leisure and health industries	\$160 upfront
13	Leisure education	CHCLAH008 Provide leisure education	\$295 upfront
14	Leisure and health programming	CHCLAH002 Contribute to leisure and health programming	\$145 upfront
15	Implementing and monitoring leisure and health programs	CHCLAH003 Participate in the planning, implementation and monitoring of individual leisure and health programs	\$130 upfront
16	Coordinate planning, implementation and monitoring of leisure and health programs	CHCLAH006 Coordinate planning, implementation and monitoring of leisure and health programs	\$95 upfront
17	Leisure and health programming for clients with complex needs	CHCLAH004 Participate in planning leisure and health programs for clients with complex needs	\$95 upfront
18	Empowering people with disabilities	CHCDIS007 Facilitate the empowerment of people with disability	\$175 upfront
19	Work with people with mental health issues	CHCMHS001 Work with people with mental health issues	\$365 upfront OR \$131pm x 3 mths = \$393
20	Recreation programs for older adults	SISCCRO001 Plan and conduct recreation programs for older persons	\$265 upfront
21	Research practices	CHCPOL003 Research and apply evidence to practice	\$120 upfront
22	Reflection and professional development	CHCPRP003 Reflect on and improve own professional practice	\$95 upfront

Placement

- A minimum 240 hours work placement is required for CHCLAH002-004, CHCLAH006 and CHCLAH008.

CHC50413 DIPLOMA OF YOUTH WORK

To attain this qualification please complete the following 21 subjects which include Work Placement.

Complete 'Work with people from diverse cultures' BEFORE 'Promote Aboriginal/Torres Strait Islander cultural safety'.

Complete 'Assessing the developmental need of client' BEFORE the CHCYTH series of units.

	Subject Title	Unit of Competency	Assessment cost (gst free)
1	Implementing communication strategies	CHCCOM003 Develop workplace communication strategies	\$175 upfront
2	Work with people from diverse cultures	CHCDIV001 Work with diverse people	\$280 upfront
3	Promote Aboriginal and Torres Strait Islander cultural safety	CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety	\$175 upfront
4	Assessing the developmental need of a client	CHCDEV001 Confirm client developmental status	\$275 upfront
5	Undertaking case management	CHCCSM005 Develop, facilitate and review all aspects of case management	\$360 upfront OR \$130pm x 3 mths = \$390
6	Participate in work health and safety	HLTWHS001 Participate in work health and safety	\$135 upfront
7	Identifying co-existing needs	CHCCCS004 Assess co-existing needs	\$370 upfront OR \$133pm x 3 mths = \$399
8	Work with people with mental health issues	CHCMHS001 Work with people with mental health issues	\$365 upfront OR \$131pm x 3 mths = \$393
9	Manage legal and ethical compliance	CHCLEG003 Manage legal and ethical compliance	\$245 upfront
10	Develop and implement service programs	CHCCCS007 Develop and implement service programs	\$250 upfront
11	Group work	CHCGRP002 Plan and conduct group activities	\$135 upfront
12	Networking and partnerships within the community services sector	CHCPRP001 Develop and maintain networks and collaborative partnerships	\$195 upfront
13	Working effectively with young people	CHCYTH002 Work effectively with young people in youth work context	\$95 upfront
14	Providing youth support	CHCYTH010 Provide services for young people appropriate to their needs and circumstances	\$105 upfront
15	Working with young people at risk	CHCPRT001 Identify and respond to children and young people at risk	\$95 upfront
16	Support young people to take collective action	CHCYTH008 Support young people to take collective action	\$95 upfront
17	Engaging with youth	CHCYTH001 Engage respectfully with young people	\$95 upfront
18	Sociological factors in community services	CHCDEV002 Analyse impacts of sociological factors on clients in community work and services	\$235 upfront
19	Responding to young people in crisis	CHCYTH012 12 Manage service response to young people in crisis	\$105 upfront
20	Reflection and professional development	CHCPRP003 Reflect on and improve own professional practice	\$95 upfront
21	Supporting youth programs	CHCYTH009 Support youth programs	\$95 upfront

Placement

- A minimum 100 hours work placement is required for CHCDEV002.