

# VET Information Session



## Allied Health Assistance

Mayfield Education

Friday 21<sup>st</sup> October 2022

Presented by:

Simone Biancalani and Zainab Akhter

# Who is IMVC?

We support young people on the journey of transition from school to work and independence.

Young people transitioning from dependence to independence

## Vocational Education & training

- VETDSS
- Short courses like MAP
- Certified courses for post-school learners

## Upskill for work

- Career exploration
- Work-readiness courses
- Jobs and career advice
- RSA, RSF

## Connect with industry

- Industry immersion
- Traineeships
- Mentoring

## Case-management services

- Jobseekers transitioning to work
- Young people living in of home care transitioning to living independently

## Advocacy

- for Jobseekers
- Contribute to the national youth and disability agendas and policies

## Link to services they might need

- Mental health support
- Housing services
- Health and wellbeing services
- Disability services

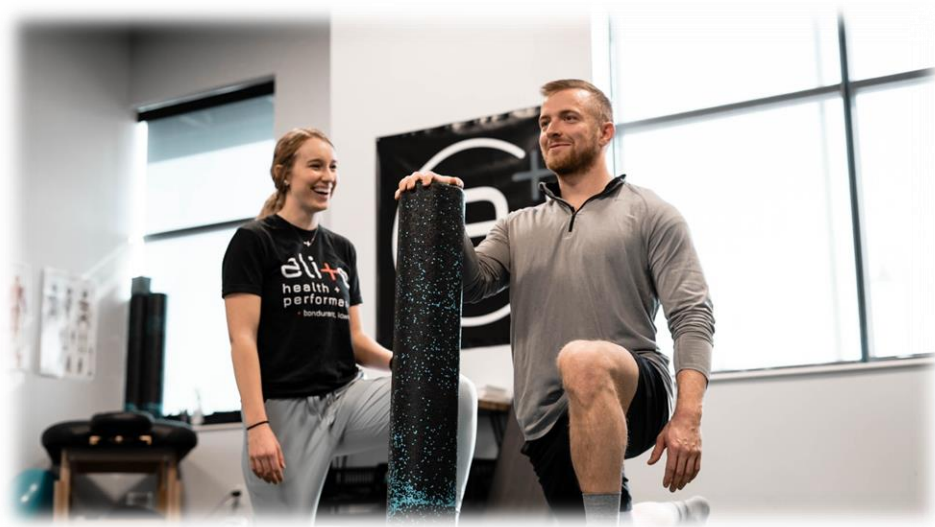
For more information on how IMVC supports young people please visit:  
[www.IMVC.com.au](http://www.IMVC.com.au)

# 2023 VET Program

**In 2023, the Inner Melbourne VET Cluster in conjunction with Mayfield Education, will offer:**

Certificate III in Allied Health Assistance

Delivered at Mayfield Education



# HLT33015 Certificate III in Allied Health Assistance

Secure a nationally accredited qualification in a health area of high demand. Allied Health Assistance is an emerging and growing career option in both public and private practice. This course:

- Provides an insight of a variety of allied health professions, e.g., physiotherapy, occupational therapy
- Is designed to encourage young people to explore the many options available within the community health and hospital environments
- Is suitable if you have a strong interest in working with clients of all ages to provide allied health assistance in acute care, rehabilitation, or related community health services
- Provides the skills and knowledge required to work as an allied health assistant in a diverse range of allied health fields



# Contribution to VCAL/VCE

## Allied Health Assistance

**VCE/VCE VM:** Students may be eligible to receive recognition of up to four units of credit: one unit at the Units 1 & 2 level, and a minimum of three units at the Units 3 & 4 level.

**ATAR:** Students wishing to receive an ATAR contribution for the Units 3 & 4 sequence must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. VCAL and the VCE Vocational Major do not contribute towards an ATAR.

# Program Delivery

Program	Venue	Day and Time
Allied Health Assistance	Mayfield Education (Hawthorn East)	Wednesday 9:00am – 12:30pm Wednesday 1:00pm – 4:30pm



# Skills students should possess

- Passion for health care
- Time management skills
- Ability to multitask
- Professional presentation
- Ability to work well in a team
- Health and wellness focused responsible and compassionate attitude
- Personal organisation and be able to prioritise workload
- Commitment to a high standard of health care
- Dedication to want to complete both years and all classes
- Interested in working with people of all ages
- Considering a career in a health stream such as in allied health assistance, sterilisation services, operating theatre technician, nursing, medicine, physiotherapy, or a similar field
- Interested in the body and how it works

# Program Requirements

## **Work Placement Requirements**

Completion of the full certificate requires 80 hours Structured Workplace Learning (SWL).

## **Additional Requirements**

- Language, Literacy & Numeracy (LLN) robot test to be completed for Year 1 students or any new enrolments to Mayfield Education.
- Mayfield VETDSS enrolment form to be submitted with school, parent and student signatures.
- Students going on placement are to acquire a plain black polo top.
- Additional training may be required for re-training purposes.

Note: Students who wish to achieve full completion of the Certificate will be required to achieve competency in all 11 units in accord with the health training package. Credit Transfer is available for any units relating to the course already completed. Students who gain competency in some of the units will be issued with a Statement of Attainment for those units.

## **Online Learning Platform**

- Students are to access Mayfield Online learning platform to access resources and assessments. The learning resources are self-directed. Mayfield encourages students to engage in the Mayfield Online platform to access the learning resources at least weekly and contribute regularly to their assessments.

There are a number of additional resources within Mayfield Online that may assist the student in developing their learning skills.





# Certificate III Allied Health Assistance (HLT33015) VETDSS – Vocational Education and Training Delivered to Secondary School



Mavis Smith (Mayfield Education CEO)  
E: [MSmith@mayfield.edu.au](mailto:MSmith@mayfield.edu.au)

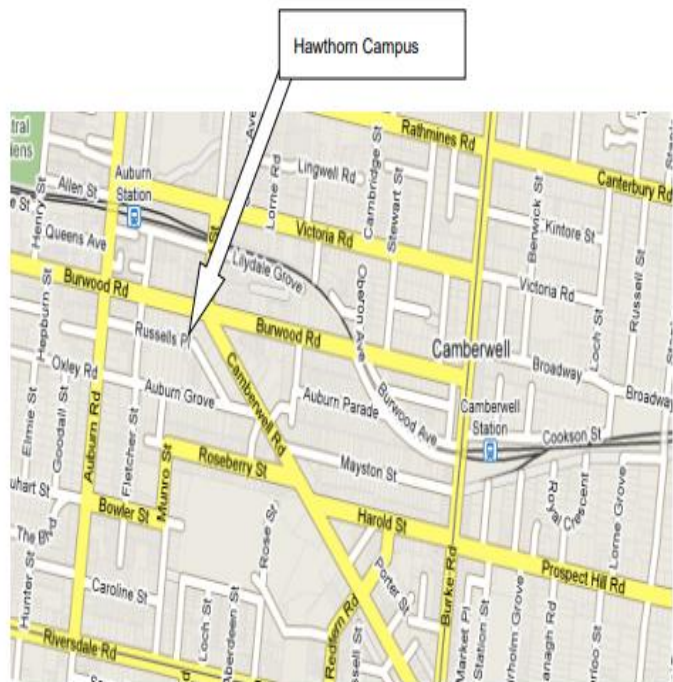
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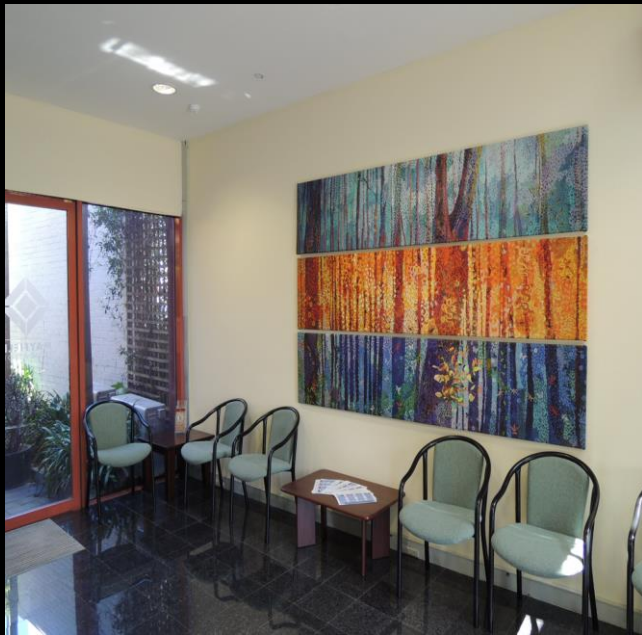
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Address:

2-10 Camberwell Road, Hawthorn  
East 3123 near the junction of  
Burwood Road and Camberwell Road  
(Melways Map 45G11)

- No onsite student parking.
- Parking is available in nearby streets and is signposted.
- Close to public transport : Trams (70, 72, 75) Trains (Auburn and Camberwell railway stations) and buses.



Mayfield Education is a private not-for-profit Registered Training Organisation (RTO).

Mayfield Education has been catering for the learning needs of the health and community services sector for over 50 years.



At Mayfield Education we run various health care courses such as:

- Nursing
- Allied Health
- Theater Technician
- Sterilisation services
- Short health care course





Mayfield Education is delivering Certificate III in Allied Health Assistance through the VETDSS Program

The course is being delivered:

- on campus at Mayfield Education, (Hawthorn East)
- direct delivery in schools
- auspice delivery







## Career Opportunities:

Cert III Allied Health Assistance graduates can work in a number of settings, such as:

- Physiotherapy
- Occupational Therapy
- Chiropractic
- Osteopathy
- Aged Care
- Public and Private Hospital



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## COURSE DETAILS- CERTIFICATE III IN ALLIED HEALTH ASSISTANCE



Unit code	Unit title	Nominal hours	Core	Elec	VCAA	Scored
<b>Year 1, Unit 1</b>						
CHCCOM005	Communicate and work in health or community services	30	☒		☒	
HLTINF001	Comply with infection prevention and control policies and procedures	25	☒		☒	
HLTWHS001	Participate in workplace health and safety	20	☒		☒	
BSBPEF301	Organise personal work priorities	30		☒	☒	
CHCCCS010	Maintain high standard of service	30	☒			
CHCCCS020	Respond effectively to behaviours of concern	20		☒	☒	
<b>Year 1, Unit 2</b>						
CHCCCS002	Assist with movement	25		☒	☒	
CHCDIV001	Work with diverse people	40	☒			
HLTAHA001	Assist with an allied health program	65	☒			
<b>Year 2, Units 3 and 4</b>						
*BSBMED301	Interpret and apply medical terminology appropriately	60	☒		☒	☒
*HLTAAP001	Recognise healthy body systems	70	☒		☒	☒
*HLTHPS001	Take clinical measurements	50		☒	☒	☒
<b>* Denotes compulsory units for scored assessment</b>						



## Year 1:

- An overview of their responsibilities as an Allied health assistant
- Effective communication
- Responding effectively to behaviours of concern of people
- Organise personal work schedules, monitor and obtain feedback on work performance
- Infection prevention and control procedures
- Work health and safety & manual handling
- Structured workplace assessment at a health care facility



## Year 2:

- Basic information about the human body such as how to recognise and promote ways to maintain healthy functioning of the body.
- The essential skills and knowledge required to :
  - ✓ understand and respond to instructions;
  - ✓ to carry out routine tasks and communicate with a range of staff/clients in a medical environment
  - ✓ to prepare for, obtain and record simple clinical measurements.
- Structured workplace assessment at a health care facility





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## STRUCTURED WORKPLACE LEARNING (SWL)

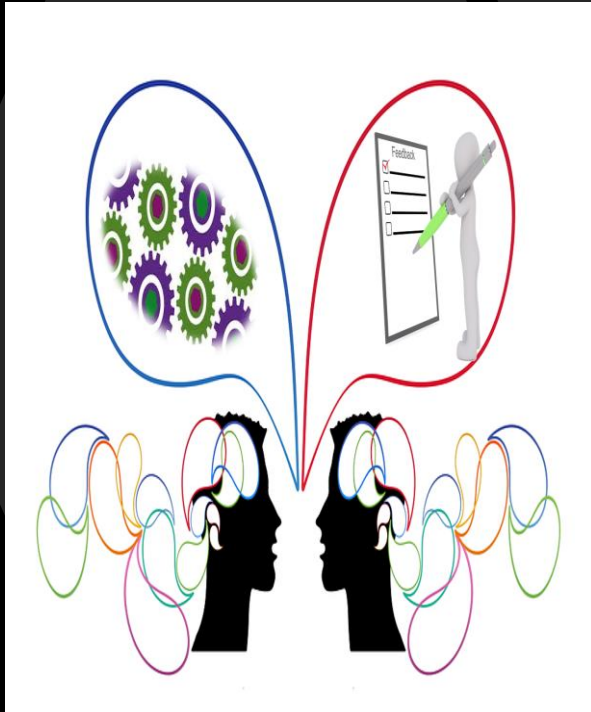
- For the Certificate III in Allied Health Assistance, 80 hours of SWL is mandatory.
- SWL is organised by the school and may be completed over the two years of the Program.
- Two units must have SWL assessment:
  - ✓ HLTINF001 Comply with infection prevention and control policies and procedures, and
  - ✓ HLTAHA001 Assist with an allied health program.



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## METHOD OF ASSESSMENT

- Quiz
- Short Question/ Answers
- Role play
- Simulation/ Practical assessment
- Case studies
- Project
- Portfolio & Work performance (Scored assessments)





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Fees and Enrolment enquiries

Contact Mayfield Education student services at

Ph: (03) 9882 7644

E: [studentServices@mayfield.edu.au](mailto:studentServices@mayfield.edu.au)



# Course Outline

Please refer to the information booklets for course outline.

# Attendance and Punctuality Requirements

## **Attendance**

Students must attend all classes. An allowance of two absences a Semester or four for the year is allocated to students. An additional two approved absences is allowed for school camps, excursions etc. Where possible, students need to notify their VET Coordinators, trainers and/or their workplace in advance.

## **Punctuality**

All students are expected to arrive on time to class. Students who arrive late will miss class content and will be required to catch up in their own time to complete the work.

**Missing one class of VET is equal to missing a week of school.**

# Reports

- Schools will receive an interim VET report at the end of Term 1.
- Semester reports are distributed at the end of Semester 1 and 2.
- Statements of Results (issued at the end of the first year) and Certificates (issued at the end of the second year) listing all units of competencies completed, will be issued upon successful completion.
- These are sent directly to the student's home school.

Please note, completed Certificates might not be sent until the following year, in accordance with graduation processes from the various training providers.

# Program Costs

All VET programs facilitated through the IMVC attract costs. Through the clustering arrangement these costs are kept to a minimum where possible.

Please note: Please contact your school's VET Coordinator. All fees will be invoiced to schools after Census date usually in March. Once a student has commenced the course, the fees will not be refunded.

# Communicating to Students

All correspondence and administrative issues will be communicated to students via their school-based VET Coordinator.

Occasionally, it may be appropriate to contact the student via SMS (e.g. to inform of a cancelled class) or email.

Parents must communicate directly with their school VET Coordinator and not initiate direct communication with VET trainers.



# Confirming Expressions of Interest

Expression of Interests will be processed in late October.

Schools will be notified in November of the status of their students' Expressions of Interest.

Letters should be sent to students and parents by schools confirming enrolments by the end of November.

# Questions

Further course information can be found  
in the Information Booklets and the  
2023 VET Course Guide here:

[www.courseguide.imvc.com.au](http://www.courseguide.imvc.com.au)