

Certificate II in Health Support Services – HLT21212

Health and Community Services

This course may lead to a career path in Community Services and provides training for students who wish to work in the area of providing support for the effective functioning of health services.

Competencies: A total of twelve (12) units of competency must be achieved for the full certificate (4 core and 8 elective), which can provide up to 40 SACE credits at Stage 1.

National Code	Unit Name**	Nominal Hours
CORE (4)		
BSBWOR203B	Work effectively with others	20
HITHIR301C	Communicate and work effectively in health	20
HLTHIN301C	Comply with infection control policies and procedures	20
HLTWHS200A	Participate in WHS Processes	20
ELECTIVES (8)		
HLTCSD203D	Prepare and maintain beds	15
HLTHSE204D	Follow safe manual handling practices	20
HLTCSD208D	Transport clients	8
HLTCSD201D	Maintain high standard of client service	20
HLTFS207C	Follow basic food safety practices	30
HLTFS201D	Distribute meals and refreshments to clients	20
BUSITU201A	Produce simple word processed documents	40
HLTCSD306D	Respond effectively to behaviours of concern	20
<i>** Sample of units which may be subject to change</i>		
		Total Hours : 253

Work Experience: Participants must be prepared to undertake work experience at the Port Augusta Hospital, Wami Kata and Nerrilda Nursing Home as part of the course.

Course pathway on completion:

- Traineeship or apprenticeship
- Administration support, cleaner and domestic assistant
- Food services assistant, kitchen hand, hospital assistant, house keeper or laundry worker
- Certificate III in Aged Care, Certificate III in Home and Community Care or Certificate IV in Aged Care or Nursing