

# Frequently Asked Questions

## Certificate III in Individual Support (Disability)



### What is the Certificate III in Individual Support (Disability)?

It is a nationally recognised qualification focusing on developing skills to support people with disability. You will gain a range of technical and transferrable skills and learn how to support the development of independence and wellbeing.

### Why is Endeavour Foundation offering this?

We want to invest in your career development and recognise your ability to deliver quality services to people we support. By recognising and supporting the development of your skills and experience, we can provide an impactful, positive experience for everyone in our services.

### Who can participate?

We are offering all frontline employees the opportunity to complete this qualification.

### Why should I do this?

Employees told us they valued gaining their Certificate III in Individual Support (Disability) because:

- it demonstrated they were officially qualified
- it showed Endeavour Foundation was committed to ongoing professional development
- the content was relevant to everyday work with people we support
- it acknowledged the skills used in disability support.

### Will it cost me anything?

There is no cost to you. Endeavour Foundation will pay for this qualification.

### How is the Certificate III in Individual Support (Disability) delivered?

Our training partner will work with you to identify the best way to complete the certificate. Options include:

- Recognition of Prior Learning (RPL)
- Training with a group of your Endeavour Foundation colleagues

### When can I start?

You can start your qualification at the beginning of any school term. Here are the dates for 2023.

- 10 July
- 3 October

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### How do I get started?

1. [Register your interest](#) in the Certificate III in Individual Support (Disability).
2. We will check we have all the information needed for you to get started. We'll be in touch if we need more.
3. Our training partner will contact you to discuss your study options and ask you to complete some student paperwork.
4. You start your Certificate III in Individual Support (Disability) studies.

### How much time will it take me to complete?

This depends on the delivery option that's most suitable for you and your own study needs and preferences. As a guide, allow:

- one school term to complete **RPL** activities and assessments
- Three-to-four school terms to undertake **group training**.

### What is involved in each delivery option?

The **RPL** process involves having conversations with your trainer and gathering documents containing evidence of your prior learning and skills. These activities usually take six-to-10 hours. In **group training**, you will complete four-or-five units from the Certificate III in Individual Support (Disability) each term. Your trainer will deliver a two-hour virtual training session each week, which will be recorded for catch-up and revision purposes. They will also offer drop-in support sessions to help you with your study and assessments. Our training partner recommends allowing at least four hours each week to participate in and complete these activities.

*Note: As part of your **training**, you may be required to undertake a vocational placement. This is an opportunity for you to apply your learning and gain experience providing individual support to people with disability. Please advise your leader and the learning team if you are required to undertake a vocational placement.*

### What equipment do I need to study online?

You will need a computer, tablet or smart phone with an up-to-date internet browser. Chrome is the recommended browser.

### What happens if I fall behind or get stuck?

It is important you let your trainer know if you are having difficulties with your studies so they can help you. Have a conversation with your leader too about your study needs and how they might be able to assist you. You can also access study leave to help you complete your qualification (see below for further information.)

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### What support do training organisations provide for neuro-diverse or culturally and linguistically diverse students?

Our training partner has dedicated student support services to help make your learning experience just that little bit easier. You can access help for:

- study skills
- assignments and assessments
- time management and organisational skills.

Please ask your trainer to connect you with student support services.

### What support will Endeavour Foundation provide employees to complete Certificate III in Individual Support (Disability)?

You can access up to three days (22.4 hours) of paid study leave to complete your Certificate III in Individual Support (Disability). Prior approval for this leave is required. Please discuss your study leave needs with your leader.

### What are the units of study?

To receive your qualification, you must complete the 13 competency units below.

Core Units	
Course Code	Course Name
CHCCCS015	Provide individual support
CHCCCS023	Support independence and wellbeing
CSCCOM005	Communicate and work in health or community services
CHCDIV001	Work with diverse people
CHCLEG001	Work legally and ethically
HTTAAP001	Recognise healthy body systems
HLTWHS002	Follow safe work practices for direct client care
Elective Units	
Course Code	Course Name
CHCDIS001	Contribute to ongoing skills development using a strengths-based approach
CHCDIS002	Follow established person-centred behaviour supports
CHCDIS003	Support community participation and social inclusion
CHCDIS007	Facilitate the empowerment of people with disability
HLTINF001	Comply with infection prevention, control policies and procedures
HLTWHS006	Manage personal stressors in the work environment
or	
HLTAID003	Provide first aid

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### Who do I contact at Endeavour Foundation if I have questions about this program?

Practice Education Lead **Alison Kelly** can answer your questions. Contact Alison on (07) 3908 8966 or email [Alison.Kelly@endeavour.com.au](mailto:Alison.Kelly@endeavour.com.au).