Careers in Health Care Ambulance – Paramedic

The set of three qualifications covers work in the Ambulance Industry serviced by volunteers or workers who provide a basic emergency response and transport roles in areas where there is a relatively low workload.

Course structure
The program is delivered in a flexible delivery mode. Contains 1 to 2 days of face to face (class-based tasks) with home / school learning over 4 Semesters / 8 terms of tuition, with three exit points. The face to face delivery will provide practical demonstrations and scenarios in a simulated environment, specifically targeted to work in the health sectors. It will also include structured theory lessons. Practical demonstrations and theory will include – (scenarios, role play, oral and written assessments, assignments, reports and group discussion). Guest lectures, some external clinical placements and excursions will be included in the programme.

Students are able to be provided with unique Clinical placements overseas. Through an MOU arrangement with DNA Kingston Training and MH Thamrin. This is optional for Students: includes accommodation (family stay), supervision, insurance cover, clinical programme and mentoring.

Course overview
This programme allows the student to gain valuable confidence required when dealing with an adult or child casualty, when vital assistance is required. The Student has the opportunity to gain a nationally recognised qualification covering workers employed by ambulance authorities, private transport organisations and remote area services. This qualification can lead to ambulance officer. This course incorporating first responder, allows the student to enhance their first aid knowledge and equip them to provide a higher level of training to the ill and provide an emergency response and safe / monitored transport service.
The course provides instruction in:

- Communicating and working effectively as a health team member
- Correct handling, moving techniques, protocols and policies in moving clients
- Provide basic life support
- Manage personal stress and well being
- Manage a scene and create safety for the public, client and self
- Comply with infection control policies and procedures
- Contribute and understand the work health safe issues
- Work effectively with culturally diverse clients and co workers
- Transport patients safely and complete appropriate documentation
- Assess own and others ability, and competencies achieved

Certificate Costs: $600.00 per Certificate - Total for three (3) Certificate $1,300
Books / Modules: $175.00
Resource Fee: $150.00
Payment options: Increment payment plans are available and Manea SC may be able to subsidise up to $1000 of your Certificate Course costs (conditions apply).

Further Educational Pathways: Diploma programmes in Paramedics and University Pathways with ECU and Curtin University.
## Exit Pathways

### Module 1

<table>
<thead>
<tr>
<th>Courses</th>
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<tbody>
<tr>
<td>HLTHIR301C Communicate and work effectively in health</td>
</tr>
<tr>
<td>HLTIN301C Comply with infection control policies and procedures</td>
</tr>
<tr>
<td>HLTWHS200A Participate in WHS processes</td>
</tr>
<tr>
<td>HLTA412A Apply advanced first aid</td>
</tr>
<tr>
<td>BSBWOR203B Work Effectively with others</td>
</tr>
<tr>
<td>HLTA311A Apply first aid</td>
</tr>
<tr>
<td>HLTP301B Recognise Healthy Body systems in a health care context</td>
</tr>
<tr>
<td>HLTAMBFC301D Communicate with clients and colleagues to support health care</td>
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<td>BSBMED301B Interpret and apply medical terminology appropriately</td>
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### Module 2

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<tr>
<td>BSBFLM303C Contribute to effective workplace relationships</td>
</tr>
<tr>
<td>HLTAMBFC403D Follow procedures for routine safe removal of client</td>
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<tr>
<td>HLTAMB201C Deliver basic clinical care</td>
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<tr>
<td>HLTP401B Manage routine scene and promote public safety</td>
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<tr>
<td>HLTP401B Confirm physical health status</td>
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<tr>
<td>HLTP301B Transport non-emergency clients under operational conditions</td>
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<tr>
<td>HLTHIR403C Work effectively with culturally diverse clients and co-workers</td>
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### Module 3

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<th>Courses</th>
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<tr>
<td>HLTHIR402D Contribute to organisational effectiveness in the health industry</td>
</tr>
<tr>
<td>HLTWS300A Contribute to WHS processes</td>
</tr>
<tr>
<td>HLTAMBPD401C Manage personal stressors in the work environment</td>
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<tr>
<td>HLTAMB201D Implement safe access and egress in an emergency</td>
</tr>
<tr>
<td>HLTAMBSC503B Contribute to managing the scene of an emergency</td>
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<tr>
<td>HLTAFC402C Communicate in complex or difficult situations</td>
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<tr>
<td>HLTP402C Transport emergency clients</td>
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<td>BSBWOR402A Promote team effectiveness</td>
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www.dnakingston.com.au  admin@dnakingston.com.au  Registration Provider No 6811, CRICOS No 02899B
DNA Kingston Training offers the following Occupational Health and Safety Qualifications:

**BSB30712 Certificate III in Work Health and Safety:** This qualification reflects the role of skilled operators who apply a broad range of competencies in varied work contexts, using some discretion and judgement and relevant theoretical knowledge. They may provide technical advice and support to a team. This qualification is for people whose main job is not dedicated to OHS/WHS but who take it on as a voluntary duty.

**BSB41412 Certificate IV in Work Health and Safety:** This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others. This qualification would suit an OHS/WHS officer in a full-time dedicated role who works under the supervision of an OHS/WHS Coordinator or OHS/WHS Manager.

**BSB60607 Advanced Diploma of Occupational Health and Safety:** This qualification reflects the role of individuals who analyse, design and execute judgements using wide-ranging technical, creative, conceptual or managerial competencies. Their knowledge base may be specialised or broad. These individuals are often accountable for group outcomes.

**Course structure**

These qualifications are delivered via flexible delivery. The face to face delivery component consists of interactive class discussions and activities, hands on practical sessions, scenarios, excursion, role plays and structured theory lessons.

These programs are offered as two days of face to face delivery per week.
OCCUPATIONAL HEALTH AND SAFETY PATHWAYS

Courses
- BSB30707 Certificate III in Occupational Health and Safety
- BSB41407 Certificate IV in Occupational Health and Safety
- BSB60607 Advanced Diploma of Occupational Health and Safety

Careers
- Health and Safety Assistant
- Health and Safety Committee Member
- Health and Safety Representative
- Occupational Health and Safety Coordinator
- Occupational Health and Safety Officer
- Occupational Health and Safety Advisor
- Occupational Health and Safety Auditor
- Occupational Health and Safety Manager
- Occupational Health and Safety Risk Officer
- Occupational Health and Safety Specialist
- Senior Consultant - OHS and Risk Management
Total number of units in Certificate III = 10 (5 core WHS units plus 5 elective units) The Certificate III in Work Health and Safety will cover the following units of competency:

**BSBWH302A Apply knowledge of WHS legislation in the workplace:** This unit describes the performance outcomes, skills and knowledge required to understand work health and safety (WHS) Acts, regulations and codes of practice, and to contribute to actions to achieve compliance with WHS legislation in the workplace.

**BSBWH303A Participate in WHS hazard identification, risk assessment and risk control:** This unit describes the performance outcomes, skills and knowledge required to participate in identifying work health and safety (WHS) hazards, assessing WHS risks, and controlling WHS risks to maintain a healthy and safe workplace.

**BSBWH304A Participate effectively in WHS communication and consultation processes:** This unit describes the performance outcomes, skills and knowledge required to participate in work health and safety (WHS) communication and consultation processes.

**BSBWH305A Contribute to WHS issue resolution:** This unit describes the performance outcomes, skills and knowledge required to contribute to the resolution of work health and safety (WHS) issues in the workplace.

**PUAWER001B Identify, prevent and report potential workplace emergency situations:** This unit covers the competency required to identify and prevent the development of workplace emergency situations, or to minimise their consequences, and to report if emergency protection systems, emergency control equipment and evacuation systems are compromised.

For this unit the term workplace is defined as the area encompassed by an individual's responsibilities. All aspects of the unit must be undertaken in line with legislative requirements, workplace policies and procedures, and accepted safe practices.

**BSBINM301A Organise workplace information:** This unit describes the performance outcomes, skills and knowledge required to gather, organise and apply workplace information in the context of an organisation's work processes and knowledge management systems.

**BSBWOR301B Organise personal work priorities and development:** This unit describes the performance outcomes, skills and knowledge required to organise own work schedules, to monitor and obtain feedback on work performance, and to maintain required levels of competence. Operators may exercise discretion and judgement using appropriate theoretical knowledge of work scheduling and performance improvement to provide technical advice and support to a team.

**BSBWOR401A Establish effective workplace relationships:** This unit describes the performance outcomes, skills and knowledge required to collect, analyse and communicate information and to use that information to develop and maintain effective working relationships and networks, with particular regard to communication and representation.

**BSBWRT301A Write simple documents:** This unit describes the performance outcomes, skills and knowledge required to plan, draft and review a basic document before writing the final version.

**HLTFA311A Apply first aid:** This unit of competency describes the skills and knowledge required to provide first aid response, life support, management of casualty(s), the incident and other first aiders, until the arrival of medical or other assistance.

Books / Modules:  $175.00

Resource Fee:  $150.00

Payment options:  Payment plans may be available to approved applicants

Further Educational Pathways: Certificate IV and Advanced Diploma in Occupational Health and Safety DNA Kingston, University Pathways with ECU and Curtin University.

**Course outline**
The program is delivered in a flexible delivery mode. Contains 2 days of face to face (class-based tasks) with home / school learning over 4 Semesters / 8 terms of tuition. The face to face delivery will provide practical demonstrations and scenarios in a simulated environment, specifically targeted to OHS sectors. It will also include structured theory lessons. Practical demonstrations and theory will include – (scenarios, role play, oral and written assessments, assignments, reports and group discussion). Guest lectures, some external clinical placements and excursions will be included in the programme.

**Time table**
Monday and Wednesdays face to face delivery from 9.00 a.m. to 3.00 p.m. at the allocated training venue.
Careers in Dental Assisting

DNA Kingston Training offers the following Dental Assisting Qualifications:

**HLT31812 Certificate III in Dental Assisting:** This qualification provides the knowledge and skills needed to assist a dentist, dental hygienist or dental therapist during all health care procedures, to help maintain high standards of infection control and to assist with practice administration.

**HLT43012 Certificate IV in Dental Assisting:** This qualification provides the knowledge and skills necessary to provide an advanced level of chairside assistance to the operator, including contributing to the quality of dental care provided through well developed communication skills; providing an oral health education program that promotes good oral health as part of general good health; as well as implementing and monitoring infection control policy and procedures.

**Course Structure**

These qualifications are delivered via flexible delivery. The face to face delivery component consists of interactive class discussions and activities, hands on practical sessions, scenarios, role plays and structured theory lessons.

Students may also attend work placement days, experience various excursions to numerous locations and enjoy well respected, industry current, guest lecturers.
### Course Fee's

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Tuition fee:</td>
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<tr>
<td>Certificate III:</td>
<td>$1200.00</td>
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<tr>
<td>Certificate III and IV:</td>
<td>$1800.00</td>
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<tr>
<td>Resource fee:</td>
<td>$150.00</td>
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<tr>
<td>Textbooks:</td>
<td>$100.00</td>
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<tr>
<td>Modules:</td>
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<tr>
<td>DNA Blouse:</td>
<td>$30.00</td>
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<td>Apron:</td>
<td>$15.00</td>
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<tr>
<td>Safety Glasses:</td>
<td>$10.00</td>
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</tbody>
</table>

Certificate IV is available to attain through year 12 for students who are at advanced standing with the Certificate III. Additional training fee’s will apply.

Students in year 11 and 12 who have completed the Certificate III will automatically receive entry and scholarship pricing for Certificate IV in mainstream programs with Dental Nursing Australia.
DENTAL ASSISTING PATHWAYS

Courses

- HLT31812 Certificate III in Dental Assisting
- HLT43012 Certificate IV in Dental Assisting
- Bachelor of Science – Health Science (Curtin University)

Careers

- Dental Assistant
- Dental Assistant
- Oral health educator

Choose from:
- Health Sciences major
- Health information management major
- Paramedicine major