

CHC Community Services
TRAINING PACKAGE
Version 3
WA NOMINAL HOURS GUIDE

Introduction

This Guide has been generated to enable the stakeholders in this Industry in Western Australia to participate in the managed implementation of the National CHC Community Services Training Package.

This Guide is designed to aid Registered Training Organisations (RTOs) to convert from existing Training Package qualifications to new Training Package qualifications within the scope of their training delivery.

The Guide should be read in conjunction with the endorsed components of the Training Package

Version 3 of the CHC Community Services was released by Training.Gov.Au (TGA) on the 08/12/2015

Transition Arrangements

Registered Training Organisations (RTOs) are required to deliver Training Package qualifications in accordance with the Standards for RTOs. For further information visit the Training Accreditation Council website www.tac.wa.gov.au

Nominal Hours

Nominal hours are the hours of training notionally required to achieve the outcomes of units of competency.

Nominal hours are identified for nationally endorsed qualifications. Nominal hours may vary for a qualification depending on the selection of units of competency.

In Western Australia, nominal hours are used as a mechanism for funding allocation.

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Qualifications and Nominal Hours

The following table provides a summary of the qualifications and nominal hours in the industry.

National Code	National Title	Nominal Hours
CHC14015	Certificate I in Active Volunteering	140
CHC22015	Certificate II in Community Services	235
CHC24015	Certificate II in Active Volunteering	155
CHC30113	Certificate III in Early Childhood Education and Care	775
CHC30213	Certificate III in Education Support	525
CHC32015	Certificate III in Community Services	480
CHC33015	Certificate III in Individual Support	555
CHC34015	Certificate III in Active Volunteering	345
CHC40113	Certificate IV in School Age Education and Care	780
CHC40213	Certificate IV in Education Support	565
CHC40313	Certificate IV in Child, Youth and Family Intervention	760
CHC40413	Certificate IV in Youth Work	795
CHC40513	Certificate IV in Youth Justice	650
CHC41015	Certificate IV in Celebrancy	565
CHC41115	Certificate IV in Employment Services	655
CHC41215	Certificate IV in Career Development	635
CHC42015	Certificate IV in Community Services	660
CHC42115	Certificate IV in Community Development	605
CHC42215	Certificate IV in Social Housing	660
CHC42315	Certificate IV in Chaplaincy and Pastoral Care	595
CHC43015	Certificate IV in Ageing Support	830
CHC43115	Certificate IV in Disability	650
CHC43215	Certificate IV in Alcohol and Other Drugs	780

CHC43315	Certificate IV in Mental Health	720
CHC43415	Certificate IV in Leisure and Health	770
CHC43515	Certificate IV in Mental Health Peer Work	645
CHC44015	Certificate IV in Coordination of volunteer programs	455
CHC50113	Diploma of Early Childhood Education and Care	1740
CHC50213	Diploma of School Age Education and Care	1525
CHC50313	Diploma of Child, Youth and Family Intervention	820
CHC50413	Diploma of Youth Work	1115
CHC50513	Diploma of Youth Justice	755
CHC51015	Diploma of Counselling	900
CHC51115	Diploma of Financial Counselling	945
CHC52015	Diploma of Community Services	820
CHC52115	Diploma of Community Development	695
CHC53215	Diploma of Alcohol and Other Drugs	1045
CHC53315	Diploma of Mental Health	1090
CHC53415	Diploma of Leisure and Health	1135
CHC62015	Advanced Diploma of Community Sector Management	770
CHC81015	Graduate Diploma of Relationship Counselling	615
CHC81115	Graduate Diploma of Family Dispute Resolution	580
CHC81215	Graduate Certificate In Statutory Child Protection	690
CHC81315	Graduate Certificate In Career Development Practice	445
CHC82015	Graduate Certificate In Client Assessment and Case Management	530

Units of Competency and Nominal Hours

The following table provides a summary of the units of competency and nominal hours in the industry.

National Code	National Title	Nominal Hours
CHCADV001	Facilitate the interests and rights of clients	55
CHCADV002	Provide advocacy and representation services	45
CHCADV003	Represent clients in court	15
CHCADV004	Represent organisation in court or tribunal	15
CHCADV005	Provide systems advocacy services	75
CHCAGE001	Facilitate the empowerment of older people	50
CHCAGE002	Implement falls prevention strategies	40
CHCAGE003	Coordinate services for older people	55
CHCAGE004	Implement interventions with older people at risk	70
CHCAGE005	Provide support to people living with dementia	60
CHCAGE006	Provide food services	20
CHCAOD001	Work in an alcohol and other drugs context	55
CHCAOD002	Work with clients who are intoxicated	45
CHCAOD003	Provide needle and syringe services	10
CHCAOD004	Assess needs of clients with alcohol and other drugs issues	70
CHCAOD005	Provide alcohol and other drugs withdrawal services	55
CHCAOD006	Provide interventions for people with alcohol and other drugs issues	60
CHCAOD007	Develop strategies for alcohol and other drugs relapse prevention and management	40
CHCAOD008	Provide advanced interventions to meet the needs of clients with alcohol and other drugs issues	60
CHCAOD009	Develop and review individual alcohol and other drugs treatment plans	40
CHCCCS001	Address the needs of people with chronic disease	50
CHCCCS002	Assist with movement	20
CHCCCS003	Increase the safety of individuals at risk of suicide	80

CHCCCS004	Assess co-existing needs	60
CHCCCS005	Conduct individual assessments	50
CHCCCS006	Facilitate individual service planning and delivery	60
CHCCCS007	Develop and implement service programs	55
CHCCCS008	Develop strategies to address unmet needs	60
CHCCCS009	Facilitate responsible behaviour	35
CHCCCS010	Maintain a high standard of service	30
CHCCCS011	Meet personal support needs	35
CHCCCS012	Prepare and maintain beds	10
CHCCCS013	Provide basic foot care	20
CHCCCS014	Provide brief interventions	45
CHCCCS015	Provide individualised support	75
CHCCCS016	Respond to client needs	55
CHCCCS017	Provide loss and grief support	40
CHCCCS018	Provide suicide bereavement support	40
CHCCCS019	Recognise and respond to crisis situations	40
CHCCCS020	Respond effectively to behaviours of concern	15
CHCCCS021	Respond to suspected abuse	50
CHCCCS022	Facilitate independent travel	35
CHCCCS023	Support independence and wellbeing	40
CHCCCS024	Support individuals with autism spectrum disorder	50
CHCCCS025	Support relationships with carers and families	40
CHCCCS026	Transport individuals	10
CHCCCS027	Visit client residence	60
CHCCCS028	Provide client-centred support to people in crisis	65
CHCCCS029	Work with involuntary and mandated clients	65
CHCCCS030	Determine and respond to carer needs	45
CHCCDE001	Support participative planning processes	35

CHCCDE002	Develop and implement community programs	55
CHCCDE003	Work within a community development framework	50
CHCCDE004	Implement participation and engagement strategies	45
CHCCDE005	Develop and support relevant community resources	30
CHCCDE006	Work to empower Aboriginal and/or Torres Strait Islander communities	30
CHCCDE007	Develop and provide community projects	35
CHCCDE008	Support community action	30
CHCCDE009	Develop and support community leadership	30
CHCCDE010	Develop and lead community engagement strategies to enhance participation	75
CHCCDE011	Implement community development strategies	55
CHCCDE012	Work within organisation and government structures to enable community development outcomes	95
CHCCDE013	Establish and develop community organisations or social enterprises	55
CHCCDE014	Facilitate the development of community capacity to manage place making	65
CHCCDE015	Develop and implement a community renewal plan	65
CHCCDE016	Deliver emergency relief services	40
CHCCEL001	Develop sustainable celebrancy practice	40
CHCCEL002	Establish client celebrancy needs	60
CHCCEL003	Research, design and organise ceremonies	50
CHCCEL004	Prepare for, present and evaluate ceremonies	45
CHCCEL005	Establish and maintain marriage celebrancy practice	30
CHCCEL006	Interview clients and plan marriage ceremonies	65
CHCCEL007	Prepare for, present and evaluate marriage ceremonies	35
CHCCEL008	Plan, present and evaluate funeral and memorial ceremonies	60
CHCCOM001	Provide first point of contact	30
CHCCOM002	Use communication to build relationships	45
CHCCOM003	Develop workplace communication strategies	45
CHCCOM004	Present information to stakeholder groups	70
CHCCOM005	Communicate and work in health or community services	50

CHCCOM006	Establish and manage client relationships	30
CHCCSL001	Establish and confirm the counselling relationship	60
CHCCSL002	Apply specialist interpersonal and counselling interview skills	55
CHCCSL003	Facilitate the counselling relationship and process	90
CHCCSL004	Research and apply personality and development theories	45
CHCCSL005	Apply learning theories in counselling	50
CHCCSL006	Select and use counselling therapies	55
CHCCSL007	Support counselling clients in decision-making processes	80
CHCCSM001	Facilitate goal directed planning	60
CHCCSM002	Implement case management practice	60
CHCCSM003	Work with carers and/or families in complex situations	60
CHCCSM004	Coordinate complex case requirements	50
CHCCSM005	Develop, facilitate and review all aspects of case management	75
CHCCSM006	Provide case management supervision	85
CHCCSM007	Undertake case management in a child protection framework	50
CHCCSM008	Undertake advanced client assessment	60
CHCDEV001	Confirm client developmental status	50
CHCDEV002	Analyse impacts of sociological factors on clients in community work and services	90
CHCDEV003	Analyse client information for service planning and delivery	60
CHCDFV001	Recognise and respond appropriately to domestic and family violence	45
CHCDFV002	Provide support to children affected by domestic and family violence	65
CHCDFV003	Promote community awareness of domestic and family violence	45
CHCDFV004	Provide domestic and family violence support in Aboriginal and Torres Strait Islander communities	55
CHCDFV005	Provide domestic and family violence support in non-English speaking background communities	65
CHCDFV006	Counsel clients affected by domestic and family violence	65
CHCDFV007	Work with users of violence to effect change	65
CHCDFV008	Manage responses to domestic and family violence in family work	55

CHCDFV009	Establish change promoting relationship with users of domestic and family violence	25
CHCDFV010	Promote accountability and assist users of domestic and family violence to accept responsibility	55
CHCDFV011	Establish and maintain the safety of people who have experienced domestic and family violence	35
CHCDFV012	Make safety plans with people who have been subjected to domestic and family violence	25
CHCDFV013	Manage domestic and family violence screening and risk assessment processes	65
CHCDFV014	Provide programs for people who have been subjected to domestic and family violence	45
CHCDIS001	Contribute to ongoing skills development using a strengths-based approach	40
CHCDIS002	Follow established person-centred behaviour supports	35
CHCDIS003	Support community participation and social inclusion	55
CHCDIS004	Communicate using augmentative and alternative communication strategies	50
CHCDIS005	Develop and provide person-centred service responses	65
CHCDIS006	Develop and promote positive person-centred behaviour supports	40
CHCDIS007	Facilitate the empowerment of people with disability	85
CHCDIS008	Facilitate community participation and social inclusion	40
CHCDIS009	Facilitate ongoing skills development using a person-centred approach	40
CHCDIS010	Provide person-centred services to people with disability with complex needs	45
CHCDIV001	Work with diverse people	30
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	30
CHCDIV003	Manage and promote diversity	40
CHCDSP001	Facilitate dispute resolution in the family law context	60
CHCDSP002	Adhere to ethical standards in family dispute resolution	55
CHCDSP003	Support the safety of vulnerable parties in family dispute resolution	40
CHCECD001	Analyse and apply information that supports employment and career development	50
CHCECD002	Deliver and monitor contracted employment services	55
CHCECD003	Promote job seekers to employers	40
CHCECD004	Establish and monitor Australian Apprenticeship arrangements	55
CHCECD005	Deliver employment services to employers	35
CHCECD006	Develop and monitor employment plans	50

CHCECD007	Maximise participation in work by people with disability	50
CHCECD008	Deliver services consistent with a career development framework	65
CHCECD009	Conduct career guidance interviews	65
CHCECD010	Provide support to people in career transition	90
CHCECD011	Manage quality in career development practice	70
CHCECE001	Develop cultural competence	70
CHCECE002	Ensure the health and safety of children	50
CHCECE003	Provide care for children	60
CHCECE004	Promote and provide healthy food and drinks	30
CHCECE005	Provide care for babies and toddlers	60
CHCECE006	Support behaviour of children and young people	40
CHCECE007	Develop positive and respectful relationships with children	60
CHCECE009	Use an approved learning framework to guide practice	35
CHCECE010	Support the holistic development of children in early childhood	60
CHCECE011	Provide experiences to support children's play and learning	40
CHCECE012	Support children to connect with their world	30
CHCECE013	Use information about children to inform practice	35
CHCECE014	Comply with family day care administration requirements	30
CHCECE015	Attend to daily functions in home based child care	35
CHCECE016	Establish and maintain a safe and healthy environment for children	40
CHCECE017	Foster the holistic development and wellbeing of the child in early childhood	300
CHCECE018	Nurture creativity in children	80
CHCECE019	Facilitate compliance in an education and care service	80
CHCECE020	Establish and implement plans for developing cooperative behaviour	40
CHCECE021	Implement strategies for the inclusion of all children	60
CHCECE022	Promote children's agency	80
CHCECE023	Analyse information to inform learning	70
CHCECE024	Design and implement the curriculum to foster children's learning and development	90

CHCECE025	Embed sustainable practices in service operations	45
CHCECE026	Work in partnership with families to provide appropriate education and care for children	50
CHCECE027	Promote equity in access to the service	40
CHCECE028	Collaborate with families to plan service and supports	35
CHCECE029	Respond to problems and complaints about the service	40
CHCEDS001	Comply with legislative, policy and industrial requirements in the education environment	20
CHCEDS002	Assist in implementation of planned educational programs	40
CHCEDS003	Contribute to student education in all developmental domains	40
CHCEDS004	Contribute to organisation and management of classroom or centre	30
CHCEDS005	Support the development of literacy and oral language skills	70
CHCEDS006	Support the development of numeracy skills	40
CHCEDS007	Work effectively with students and colleagues	30
CHCEDS008	Comply with school administrative requirements	20
CHCEDS009	Communicate with parents, students and colleagues in Aboriginal or Torres Strait Islander language	40
CHCEDS010	Work effectively as an Aboriginal or Torres Strait Islander education worker	30
CHCEDS011	Search and assess online information	20
CHCEDS012	Set up and sustain individual and small group learning areas	18
CHCEDS013	Use an e-learning management system	20
CHCEDS014	Support students with English as a second language	25
CHCEDS015	Support development of student research skills	25
CHCEDS016	Support learning for students with disabilities in a classroom environment	25
CHCEDS017	Contribute to the health and safety of students	30
CHCEDS018	Support students with additional needs in the classroom environment	30
CHCEDS019	Support students' mathematics learning	40
CHCEDS020	Support students' literacy learning	40
CHCEDS021	Assist in facilitation of student learning	45
CHCEDS022	Work with students in need of additional support	45

CHCEDS023	Supervise students outside the classroom	30
CHCEDS024	Use educational strategies to support Aboriginal and/or Torres Strait Islander education	45
CHCEDS025	Facilitate learning for students with disabilities	40
CHCEDS026	Deliver elements of teaching and learning programs	40
CHCEDS027	Support flexible learning in an education environment	40
CHCEDS028	Assist in production of language resources	30
CHCEDS029	Assist teacher to develop Aboriginal and/or Torres Strait Islander language and culture lessons	30
CHCEDS030	Coordinate e-learning programs	40
CHCEDS031	Provide support to students with autism spectrum disorder	45
CHCEDS032	Support learning and implementation of responsible behaviour	50
CHCEDU001	Provide community focused health promotion and prevention strategies	45
CHCEDU002	Plan health promotion and community intervention	30
CHCEDU003	Provide sexual and reproductive health information to clients	40
CHCEDU004	Develop, implement and review sexual and reproductive health education programs	50
CHCEDU005	Work with clients to identify financial literacy education needs	40
CHCEDU006	Improve clients' fundamental financial literacy skills	40
CHCEDU007	Provide group education on consumer credit and debt	40
CHCEDU008	Share health information	40
CHCEDU009	Provide parenting, health and well-being education	70
CHCEDU010	Prepare and evaluate relationship education programs	35
CHCEDU011	Work with parents or carers of very young children	55
CHCEDU012	Facilitate couple processes in group work	45
CHCEDU013	Facilitate adult learning and development	40
CHCFAM001	Operate in a family law environment	70
CHCFAM002	Work with a child-focused approach	60
CHCFAM003	Support people to improve relationships	55
CHCFAM004	Facilitate changeovers	55
CHCFAM005	Facilitate and monitor contact	65

CHCFAM006	Assist families to self-manage contact	55
CHCFAM007	Assist clients to develop parenting arrangements	65
CHCFAM008	Work within a child inclusive framework	60
CHCFAM009	Facilitate family intervention strategies	70
CHCFAM010	Provide intervention support to families	65
CHCFCS001	Facilitate the family counselling process	75
CHCFCS002	Provide relationship counselling	50
CHCFCS003	Provide counselling to children and young people	45
CHCFCS004	Provide grief and loss counselling	35
CHCFIN001	Facilitate the financial counselling process	60
CHCFIN002	Identify and apply technical information to assist clients with financial issues	55
CHCFIN003	Develop and use financial counselling tools and techniques	60
CHCFIN004	Provide rural financial counselling services	60
CHCGMB001	Assess the needs of clients with problem gambling issues	55
CHCGMB002	Provide counselling for clients with problem gambling issues	65
CHCGRP001	Support group activities	25
CHCGRP002	Plan and conduct group activities	60
CHCGRP003	Plan, facilitate and review psycho-educational groups	40
CHCGRP004	Deliver structured programs	35
CHCGRP005	Plan and provide group counselling	55
CHCHCS001	Provide home and community support services	40
CHCHCS002	Coordinate and monitor home based support	30
CHCINM001	Meet statutory and organisation information requirements	85
CHCINM002	Meet community information needs	30
CHCLAH001	Work effectively in the leisure and health industries	45
CHCLAH002	Contribute to leisure and health programming	55
CHCLAH003	Participate in the planning, implementation and monitoring of individual leisure and health programs	55

CHCLAH004	Participate in planning leisure and health programs for clients with complex needs	40
CHCLAH005	Incorporate lifespan development and sociological concepts into leisure and health programming	55
CHCLAH006	Coordinate planning, implementation and monitoring of leisure and health programs	95
CHCLAH007	Conduct a program for children and young people with special needs	40
CHCLAH008	Provide leisure education	70
CHCLAH009	Apply concepts of human psychology to facilitate involvement in leisure programs	75
CHCLEG001	Work legally and ethically	50
CHCLEG002	Interpret and use legal information	40
CHCLEG003	Manage legal and ethical compliance	70
CHCLLN001	Respond to client language, literacy and numeracy needs	35
CHCLLN002	Support adult language and literacy learning	35
CHCLLN003	Support adult numeracy learning	35
CHCMED001	Prepare for mediation	60
CHCMED002	Facilitate mediation	70
CHCMED003	Consolidate and conclude mediation	45
CHCMGT001	Develop, implement and review quality framework	85
CHCMGT002	Manage partnership agreements with service providers	40
CHCMGT003	Lead the work team	95
CHCMGT004	Secure and manage funding	70
CHCMGT005	Facilitate workplace debriefing and support processes	40
CHCMGT006	Coordinate client directed services	70
CHCMGT007	Work effectively with the Board of an organisation	70
CHCMHS001	Work with people with mental health issues	50
CHCMHS002	Establish self-directed recovery relationships	55
CHCMHS003	Provide recovery oriented mental health services	55
CHCMHS004	Work collaboratively with the care network and other services	70
CHCMHS005	Provide services to people with co-existing mental health and alcohol and other drugs issues	80
CHCMHS006	Facilitate the recovery process with the person, family and carers	40

CHCMHS007	Work effectively in trauma informed care	40
CHCMHS008	Promote and facilitate self advocacy	50
CHCMHS009	Provide early intervention, health prevention and promotion programs	70
CHCMHS010	Implement recovery oriented approaches to complexity	70
CHCMHS011	Assess and promote social, emotional and physical wellbeing	70
CHCMHS012	Provide support to develop wellness plans and advanced directives	70
CHCMHS013	Implement trauma informed care	70
CHCPAL001	Deliver care services using a palliative approach	45
CHCPAL002	Plan for and provide care services using a palliative approach	55
CHCPAS001	Plan for the provision of pastoral and spiritual care	30
CHCPAS002	Provide pastoral and spiritual care	55
CHCPOL001	Contribute to the review and development of policies	30
CHCPOL002	Develop and implement policy	75
CHCPOL003	Research and apply evidence to practice	40
CHCPRP001	Develop and maintain networks and collaborative partnerships	55
CHCPRP002	Collaborate in professional practice	35
CHCPRP003	Reflect on and improve own professional practice	40
CHCPRP004	Promote and represent the service	85
CHCPRP005	Engage with health professionals and the health system	30
CHCPRP006	Lead own professional development	60
CHCPRP007	Work within a clinical supervision framework	45
CHCPRT001	Identify and respond to children and young people at risk	30
CHCPRT002	Support the rights and safety of children and young people	25
CHCPRT003	Work collaboratively to maintain an environment safe for children and young people	45
CHCPRT004	Work effectively in child protection to support children, young people and families	60
CHCPRT005	Work within a practice framework	45
CHCPRT006	Build professional practice and sectoral expertise	35
CHCPRT007	Provide supervision in the community	45

CHCPRT008	Provide supervision in a secure system	45
CHCPRT009	Provide primary residential care	80
CHCPRT010	Work with children and young people with complex trauma and attachment issues and needs	75
CHCPRT011	Develop and implement a multi-agency investigation and child risk assessment strategy	60
CHCPRT012	Undertake and implement planning with at-risk children and young people and their families	45
CHCPRT013	Support the progress and development of young people	70
CHCPRT014	Interact with the legal system to protect children	65
CHCPRT015	Respond to needs of youth justice clients	40
CHCPRT016	Work in the youth justice environment	40
CHCPRT017	Support Aboriginal and/or Torres Strait Islander young people in youth justice system	40
CHCPRT018	Prepare young people for reintegration	40
CHCPRT019	Develop and support youth justice team	50
CHCPRT020	Manage complex child protection risk assessments and case strategies	80
CHCPRT021	Manage and monitor child protection orders	70
CHCPRT022	Develop, implement and monitor safety strategies in child protection work	65
CHCPRT023	Plan, implement and monitor provision of out of home care	55
CHCPRT024	Promote positive development of children and young people in out of home care	40
CHCPWK001	Apply peer work practices in the mental health sector	35
CHCPWK002	Contribute to the continuous improvement of mental health services for consumers and carers	40
CHCPWK003	Apply lived experience in mental health peer work	40
CHCPWK004	Work effectively in consumer mental health peer work	50
CHCPWK005	Work effectively with carers as a mental health peer worker	40
CHCPWK006	Promote and conduct mental health peer work	45
CHCSAC001	Support children to participate in school age care	40
CHCSAC002	Develop and implement play and leisure experiences in school age care	60
CHCSAC003	Work collaboratively and respectfully with children in school age care	55
CHCSAC004	Support the holistic development of children in school age care	50
CHCSAC005	Foster the holistic development and wellbeing of the child in school age care	300

CHCSET001	Work with forced migrants	50
CHCSET002	Undertake bicultural work with forced migrants in Australia	50
CHCSOH001	Work with people experiencing or at risk of homelessness	80
CHCSOH002	Manage and maintain tenancy agreements and services	60
CHCSOH003	Manage housing application processes	15
CHCSOH004	Manage housing allocations	35
CHCSOH005	Manage tenancy rent and rental arrears	45
CHCSOH006	Manage vacant properties	20
CHCSOH007	Respond to property maintenance enquiries	25
CHCSOH008	Manage head lease	40
CHCSOH009	Develop quality systems in line with registration standards	40
CHCSOH010	Work with clients within the social housing system	35
CHCSOH011	Develop social housing enterprise opportunities	50
CHCSOH012	Acquire properties by purchase or transfer	35
CHCVOL001	Be an effective volunteer	20
CHCVOL002	Lead volunteer teams	35
CHCVOL003	Recruit, induct and support volunteers	25
CHCVOL004	Manage volunteer workforce development	55
CHCYTH001	Engage respectfully with young people	50
CHCYTH002	Work effectively with young people in the youth work context	60
CHCYTH003	Support young people to create opportunities in their lives	35
CHCYTH004	Respond to critical situations	90
CHCYTH005	Develop and implement procedures to enable young people to address their needs	45
CHCYTH006	Work with young people to establish support networks	40
CHCYTH007	Undertake youth work in specific communities	50
CHCYTH008	Support young people to take collective action	50
CHCYTH009	Support youth programs	100
CHCYTH010	Provide services for young people appropriate to their needs and circumstances	80

CHCYTH011	Work effectively with young people and their families	40
CHCYTH012	Manage service response to young people in crisis	130

Mapping Qualifications

The following table provides an overview of the qualifications from Version 3.00 which replace qualifications from the existing version of the CHC: Community Services

CHC Current Qualification				CHC Replacement Qualification		
National Code	National Title	Nominal Hours	E / NE	National Code	National Title	Nominal Hours
CHC42608	Certificate IV in Celebrancy	480	NE	CHC41015	Certificate IV in Celebrancy	565
CHC30912	Certificate III in Employment Services	450	NE	CHC41115	Certificate IV in Employment Services	655
CHC42012	Certificate IV in Employment Services	470				
CHC42112	Certificate IV in Career Development	770	NE	CHC41215	Certificate IV in Career Development	635
CHC51712	Diploma of Counselling	960	NE	CHC51015	Diploma of Counselling	900
CHC52108	Diploma of Community Services (Financial counselling)	840	NE	CHC51115	Diploma of Financial Counselling	945
CHC80208	Graduate Diploma of Relationship Counselling	410	NE	CHC81015	Graduate Diploma of Relationship Counselling	615
CHC80308	Graduate Diploma of Family Dispute Resolution	455	NE	CHC81115	Graduate Diploma of Family Dispute Resolution	580
CHC70108	Graduate Certificate In Community Services Practice (Statutory child protection)	635	NE	CHC81215	Graduate Certificate In Statutory Child Protection	690
CHC70308	Graduate Certificate In Career Development Practice	445	NE	CHC81315	Graduate Certificate In Career Development Practice	445

Mapping Units of Competency

The following table provides an overview of the Units of Competency from Version 3 which replace Units of Competency from the existing version of the CHC Community Services

CHC Current Unit				CHC Replacement Unit		
National Code	National Title	Nominal Hours	E / NE	National Code	National Title	Nominal Hours
CHCTC302B	Provide client-centred telephone counselling	45	NE	CHCCCS028	Provide client-centred support to people in crisis	65
CHCFAM518B	Work with involuntary and mandated clients	60	NE	CHCCCS029	Work with involuntary and mandated clients	65
CHCRCP403A	Support carers to access information and services	40	NE	CHCCCS030	Determine and respond to carer needs	45
CHCRCP402A	Conduct assessment of carer's needs	50	NE	CHCCCS030	Determine and respond to carer needs	45
CHCCEL401C	Work effectively in a celebrancy role	30	NE	CHCCEL001	Develop sustainable celebrancy practice	40
CHCCEL406A	Identify and address client needs in a celebrancy role	25	NE	CHCCEL002	Establish client celebrancy needs	60
			-	CHCCEL003	Research, design and organise ceremonies	50
			-	CHCCEL004	Prepare for, present and evaluate ceremonies	45
CHCCEL402A	Establish and maintain knowledge of legal responsibilities of a marriage celebrant	40	NE	CHCCEL005	Establish and maintain marriage celebrancy practice	30
CHCCEL404A	Plan a marriage ceremony in line with legal requirements	40	NE	CHCCEL006	Interview clients and plan marriage ceremonies	65
CHCCEL403A	Develop an effective relationship with a marrying couple	30	NE	CHCCEL006	Interview clients and plan marriage ceremonies	65
CHCCEL405A	Conduct and review a marriage ceremony in line with legal requirements	30	NE	CHCCEL007	Prepare for, present and evaluate marriage ceremonies	35
			-	CHCCEL008	Plan, present and evaluate funeral and memorial ceremonies	60
CHCCSL501A	Work within a structured counselling framework	50	NE	CHCCSL001	Establish and confirm the counselling relationship	60
CHCCSL502A	Apply specialist interpersonal and counselling interview skills	60	NE	CHCCSL002	Apply specialist interpersonal and counselling interview skills	55
CHCCSL503B	Facilitate the counselling relationship	80	NE	CHCCSL003	Facilitate the counselling relationship and process	90
CHCCSL504A	Apply personality and development theories	50	NE	CHCCSL004	Research and apply personality and development theories	45

CHCCSL505A	Apply learning theories in counselling	50	NE	CHCCSL005	Apply learning theories in counselling	50
CHCCSL506A	Apply counselling therapies to address a range of client issues	50	NE	CHCCSL006	Select and use counselling therapies	55
CHCCSL507B	Support clients in decision-making processes	50	NE	CHCCSL007	Support counselling clients in decision-making processes	80
CHCDFV301A	Recognise and respond appropriately to domestic and family violence	45	NE	CHCDFV001	Recognise and respond appropriately to domestic and family violence	45
CHCDFV403C	Provide crisis intervention and support to those experiencing domestic and family violence	45	NE	CHCDFV001	Recognise and respond appropriately to domestic and family violence	45
CHCDFV408C	Provide support to children affected by domestic and family violence	55	NE	CHCDFV002	Provide support to children affected by domestic and family violence	65
CHCDFV404C	Promote community awareness of domestic and family violence	30	NE	CHCDFV003	Promote community awareness of domestic and family violence	45
CHCDFV406C	Provide domestic and family violence support in Aboriginal and Torres Strait Islander communities	50	NE	CHCDFV004	Provide domestic and family violence support in Aboriginal and Torres Strait Islander communities	55
CHCDFV407C	Provide domestic and family violence support in non-English speaking background communities	55	NE	CHCDFV005	Provide domestic and family violence support in non-English speaking background communities	65
CHCDFV505C	Counsel clients affected by domestic and family violence	60	NE	CHCDFV006	Counsel clients affected by domestic and family violence	65
CHCDFV509D	Work with users of violence to effect change	60	NE	CHCDFV007	Work with users of violence to effect change	65
CHCDFV811C	Respond to domestic and family violence in family work	50	NE	CHCDFV008	Manage responses to domestic and family violence in family work	55
CHCDFV814B	Establish change promoting relationship with users of domestic and family violence and abuse	30	NE	CHCDFV009	Establish change promoting relationship with users of domestic and family violence	25
CHCDFV812B	Assist users of domestic and family violence to accept responsibility for their behaviour	40	NE	CHCDFV010	Promote accountability and assist users of domestic and family violence to accept responsibility	55
CHCDFV813B	Promote accountability of users of domestic and family violence and abuse	40	NE	CHCDFV010	Promote accountability and assist users of domestic and family violence to accept responsibility	55
CHCDFV815B	Establish and maintain the safety of people who have experienced domestic and family violence	40	NE	CHCDFV011	Establish and maintain the safety of people who have experienced domestic and family violence	35
CHCDFV816B	Undertake safety planning with people who have been subjected to domestic and family violence	30	NE	CHCDFV012	Make safety plans with people who have been subjected to domestic and family violence	25

CHCDFV817B	Manage domestic and family violence and abuse screening and risk assessment processes	60	NE	CHCDFV013	Manage domestic and family violence screening and risk assessment processes	65
CHCDFV818C	Provide programs for people who have been subject to domestic and family violence	50	NE	CHCDFV014	Provide programs for people who have been subjected to domestic and family violence	45
CHCDISP802B	Implement family dispute resolution strategies	40	NE	CHCDSP001	Facilitate dispute resolution in the family law context	60
CHCDISP801B	Facilitate dispute resolution in the family law context	40	NE	CHCDSP001	Facilitate dispute resolution in the family law context	60
CHCDISP802B	Implement family dispute resolution strategies	40	NE	CHCDSP002	Adhere to ethical standards in family dispute resolution	55
CHCDISP803B	Facilitate dispute resolution in an impartial manner and adhere to ethical standards	20	NE	CHCDSP002	Adhere to ethical standards in family dispute resolution	55
CHCDISP804B	Create an environment that supports the safety of vulnerable parties in dispute resolution	40	NE	CHCDSP003	Support the safety of vulnerable parties in family dispute resolution	40
CHCES411A	Collect, analyse and apply labour market information	25	NE	CHCECD001	Analyse and apply information that supports employment and career development	50
CHCES303C	Use labour market information	25	NE	CHCECD001	Analyse and apply information that supports employment and career development	50
CHCCDP403B	Analyse and apply education and training information	30	NE	CHCECD001	Analyse and apply information that supports employment and career development	50
CHCES502C	Research and report on labour market information	25	NE	CHCECD001	Analyse and apply information that supports employment and career development	50
CHCES311B	Work effectively in employment services	45	NE	CHCECD002	Deliver and monitor contracted employment services	55
CHCES312A	Deliver contracted employment services	20	NE	CHCECD002	Deliver and monitor contracted employment services	55
CHCES415A	Monitor and improve contracted employment services	25	NE	CHCECD002	Deliver and monitor contracted employment services	55
CHCES404B	Promote clients to employers	40	NE	CHCECD003	Promote job seekers to employers	40
CHCES402C	Deliver Australian Apprenticeship services	25	NE	CHCECD004	Establish and monitor Australian Apprenticeship arrangements	55
CHCES305B	Monitor Australian Apprenticeships arrangements	25	NE	CHCECD004	Establish and monitor Australian Apprenticeship arrangements	55
CHCES304B	Deliver recruitment services	30	NE	CHCECD005	Deliver employment services to employers	35
CHCES416A	Plan and provide job search support	40	NE	CHCECD006	Develop and monitor employment plans	50
CHCES413A	Develop and monitor employment plans with clients	40	NE	CHCECD006	Develop and monitor employment plans	50

CHCDIS509E	Maximise participation in work by people with disabilities	45	NE	CHCECD007	Maximise participation in work by people with disability	50
CHCCDP401B	Deliver service consistent with a career development framework	70	NE	CHCECD008	Deliver services consistent with a career development framework	65
CHCCAR501C	Conduct career guidance interview	70	NE	CHCECD009	Conduct career guidance interviews	65
CHCCDP402B	Assist clients to plan and access career pathways	90	NE	CHCECD010	Provide support to people in career transition	90
CHCCDP701A	Manage quality in career development practice	70	NE	CHCECD011	Manage quality in career development practice	70
CHCCS414A	Provide education and support on parenting, health and well being	55	NE	CHCEDU009	Provide parenting, health and well-being education	70
CHCFAM412B	Work with women	40	NE	CHCEDU010	Prepare and evaluate relationship education programs	35
CHCFAM409B	Work with men	30	NE	CHCEDU010	Prepare and evaluate relationship education programs	35
CHCFAM411B	Engage fathers into family based programs	40	NE	CHCEDU010	Prepare and evaluate relationship education programs	35
CHCFAM510B	Work with separated fathers	30	NE	CHCEDU010	Prepare and evaluate relationship education programs	35
CHCFAM421B	Work with parents of very young children	50	NE	CHCEDU011	Work with parents or carers of very young children	55
CHCFAM414B	Use tools for exploring relationships	50	NE	CHCEDU012	Facilitate couple processes in group work	45
CHCFAM413B	Facilitate couple processes within group work	50	NE	CHCEDU012	Facilitate couple processes in group work	45
CHCCS427B	Facilitate adult learning and development	35	NE	CHCEDU013	Facilitate adult learning and development	40
CHCFAM505B	Operate in a family law environment	75	NE	CHCFAM001	Operate in a family law environment	70
CHCFAM503B	Work with a child focused approach	40	NE	CHCFAM002	Work with a child-focused approach	60
CHCFAM801B	Develop an understanding of child inclusive practice	30	NE	CHCFAM002	Work with a child-focused approach	60
CHCCONS403C	Support families to develop relationships	75	NE	CHCFAM003	Support people to improve relationships	55
CHCFAM515B	Work holistically with families	30	NE	CHCFAM003	Support people to improve relationships	55
CHCFAM406B	Engage and resource clients to improve their interpersonal relationships	30	NE	CHCFAM003	Support people to improve relationships	55
CHCCONS401C	Facilitate changeover	60	NE	CHCFAM004	Facilitate changeovers	55
CHCCONS402C	Facilitate and monitor contact	70	NE	CHCFAM005	Facilitate and monitor contact	65
CHCCONS504C	Assist families to self manage contact	60	NE	CHCFAM006	Assist families to self-manage contact	55

CHCFAM806B	Assist clients to develop parenting arrangements	60	NE	CHCFAM007	Assist clients to develop parenting arrangements	65
CHCFAM802B	Work within a child inclusive framework	40	NE	CHCFAM008	Work within a child inclusive framework	60
CHCCS404B	Facilitate family intervention strategies	45	NE	CHCFAM009	Facilitate family intervention strategies	70
CHCRF402B	Provide intervention support to children and families	45	NE	CHCFAM010	Provide intervention support to families	65
CHCFCS801B	Apply theory and practice of counselling approaches	50	NE	CHCFCS001	Facilitate the family counselling process	75
CHCFCS802B	Provide relationship counselling	50	NE	CHCFCS002	Provide relationship counselling	50
CHCFCS804B	Provide counselling to children and young people	40	NE	CHCFCS003	Provide counselling to children and young people	45
CHCFCS803B	Provide grief and loss counselling	40	NE	CHCFCS004	Provide grief and loss counselling	35
CHCFIN502A	Facilitate the financial counselling process	40	NE	CHCFIN001	Facilitate the financial counselling process	60
CHCFIN501A	Identify and apply technical information to assist clients with financial issues	45	NE	CHCFIN002	Identify and apply technical information to assist clients with financial issues	55
CHCFIN503A	Develop and use financial counselling tools and techniques	50	NE	CHCFIN003	Develop and use financial counselling tools and techniques	60
CHCFIN504B	Work effectively in rural financial counselling	40	NE	CHCFIN004	Provide rural financial counselling services	60
CHCGMB502A	Assess the needs of clients with problem gambling issues	50	NE	CHCGMB001	Assess the needs of clients with problem gambling issues	55
CHCGMB503A	Provide counselling for clients with problem gambling issues	65	NE	CHCGMB002	Provide counselling for clients with problem gambling issues	65
CHCGROUP302D	Support group activities	30	NE	CHCGRP001	Support group activities	25
CHCGROUP201C	Support the activities of existing groups	10	NE	CHCGRP001	Support group activities	25
CHCGROUP403D	Plan and conduct group activities	50	NE	CHCGRP002	Plan and conduct group activities	60
CHCGROUP504B	Assess group members and their social systems	30	NE	CHCGRP003	Plan, facilitate and review psycho-educational groups	40
CHCGROUP408B	Facilitate and review a psycho-educational group	40	NE	CHCGRP003	Plan, facilitate and review psycho-educational groups	40
CHCGROUP509B	Manage disclosures and disruptions in groups	30	NE	CHCGRP003	Plan, facilitate and review psycho-educational groups	40
CHCFAM416B	Implement harm reduction strategies	20	NE	CHCGRP003	Plan, facilitate and review psycho-educational groups	40
CHCGROUP410B	Deliver a structured program	40	NE	CHCGRP004	Deliver structured programs	35
CHCGROUP805B	Support change in the social systems of group	20	NE	CHCGRP005	Plan and provide group counselling	55

	members					
CHCGROUP806B	Plan group interventions	20	NE	CHCGRP005	Plan and provide group counselling	55
CHCFCS805B	Provide group counselling	40	NE	CHCGRP005	Plan and provide group counselling	55
CHCGROUP807B	Implement group interventions	20	NE	CHCGRP005	Plan and provide group counselling	55
CHCMED411B	Conduct a sound assessment of a dispute in preparation for mediation	45	NE	CHCMED001	Prepare for mediation	60
CHCMED412B	Gather and clarify information for the mediation process	30	NE	CHCMED001	Prepare for mediation	60
CHCMED413B	Manage communication processes to define the dispute	30	NE	CHCMED002	Facilitate mediation	70
CHCMED414A	Facilitate mediation processes	45	NE	CHCMED002	Facilitate mediation	70
CHCMED415A	Facilitate interaction between parties in mediation	30	NE	CHCMED002	Facilitate mediation	70
CHCMED416C	Consolidate and conclude the mediation process	30	NE	CHCMED003	Consolidate and conclude mediation	45
CHCFCS806C	Work within a clinical supervision framework	30	NE	CHCPRP007	Work within a clinical supervision framework	45
CHCPROT701A	Conduct complex child protection risk assessment	70	NE	CHCPRT020	Manage complex child protection risk assessments and case strategies	80
CHCPROT702A	Apply for and implement child protection orders	70	NE	CHCPRT021	Manage and monitor child protection orders	70
CHCPROT703B	Facilitate incident prevention strategies in child protection work	70	NE	CHCPRT022	Develop, implement and monitor safety strategies in child protection work	65
CHCPROT603B	Plan and manage provision of out of home care	45	NE	CHCPRT023	Plan, implement and monitor provision of out of home care	55
CHCFOS402A	Promote positive development of children and young people in out of home care	40	NE	CHCPRT024	Promote positive development of children and young people in out of home care	40

Traineeships

The following table provides a summary of the qualifications in the CHC: Community Services and the accredited traineeship courses they will replace.

Current Qualification					Replacement Qualification		
National Code	National Title	Traineeship	Nominal Hours	E / NE	National Code	National Title	Nominal Hours
CHC30912	Certificate III in Employment Services	EMPLOYMENT SERVICES (LEVEL 3)	450	NE	CHC41115	Certificate IV in Employment Services	655
CHC42012	Certificate IV in Employment Services	EMPLOYMENT SERVICES (LEVEL 4)	470	NE			