



## 2019 Enterprise Training Program – Decision making flowchart

The following flowchart can help employers to determine if the Enterprise Training Program is the right choice for their organisation’s needs.

Do your existing workers (full time, part time or casual) providing direct care services need training?

**NO**

The Enterprise Training Program is not the right choice for you.

**YES**

Would you like to access Government funding to assist with the cost of this training?

**NO**

The Enterprise Training Program is not the right choice for you.

**YES**

Do you currently have a registered training organisation (RTO) that delivers training to your workforce?

**NO**

To find an RTO, or check if an RTO is registered, contact the Community Services, Health and Education Industry Training Council on 08 9445 1511, visit their website at [csheitc.org.au](http://csheitc.org.au), or check the list of eligible RTOs at [jobsandskills.wa.gov.au/etp](http://jobsandskills.wa.gov.au/etp).

**YES**

Are they registered for the Enterprise Training Program?

**NO**

**YES**

Contact an eligible RTO and work in partnership to develop a training program that addresses your skill needs.

**TIP!**

Use the “List of questions for an RTO” available at [jobsandskills.wa.gov.au/etp](http://jobsandskills.wa.gov.au/etp) to make sure the RTO suits your needs.

**YES**

Establish a Memorandum of Understanding (MOU) with the RTO, to detail the roles and responsibilities of each party.

**TIP!**

Use the “Guidelines for an MOU” available at [jobsandskills.wa.gov.au/etp](http://jobsandskills.wa.gov.au/etp) to make sure everything is covered.