

CHC Community Services

Qualification Bundles

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Qualification Bundle Order Form

CHC22015 Certificate II in Community Services

Qualification requirement

Total number of units – 9

→ 5 core units

→ 4 elective units

Code	Unit of Competency	Office use	Select
Core Units			
BSWOR202	Organise and complete daily work activities	BSWOR202QB	<input checked="" type="checkbox"/>
CHCCOM001	Provide first point of contact	CSCOM001QB	<input checked="" type="checkbox"/>
CHCCOM005	Communicate and work in health or community services	CSCOM005QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
HLTWHS001	Participate in workplace health and safety (CS)	CSWHS001QB	<input checked="" type="checkbox"/>
Elective Units – Choose 4			
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	<input type="checkbox"/>
CHCECE002	Ensure the health and safety of children	NECECE002QB	<input type="checkbox"/>
CHCECE004	Promote and provide healthy food and drinks	NECECE004QB	<input type="checkbox"/>
CHCPRT001	Identify and respond to children and young people at risk	NECPRT001QB	<input type="checkbox"/>
CHCVOL001	Be an effective volunteer	CSVOL001QB	<input type="checkbox"/>
HLTINF001	Comply with infection prevention and control policies and procedures	CSINF001QB	<input type="checkbox"/>

Qualification Bundle Order Form

CHC32015 Certificate III in Community Services

Qualification requirement

Total number of units – 12

→ 5 core units

→ 7 elective units

Code	Unit of Competency	Office use	Select
Core Units			
CHCCCS016	Respond to client needs	CSCCS016QB	<input checked="" type="checkbox"/>
CHCCOM005	Communicate and work in health or community services	CSCOM005QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
HLTWHS002	Follow safe work practices for direct client care	CSWHS002QB	<input checked="" type="checkbox"/>
HLTWHS006	Manage personal stressors in the work environment	CSWHS006QB	<input checked="" type="checkbox"/>
Elective Units – Choose 7			
BSBINM301	Organise workplace information	BSINM301QB	
BSBWOR301	Organise personal work priorities and development	BSWOR301QB	
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	
CHCCCS009	Facilitate responsible behaviour	CSCCS009QB	
CHCCCS015	Provide individualised support	CSCCS015QB	
CHCCCS017	Provide loss and grief support	CSCCS017QB	
CHCCCS019	Recognise and respond to crisis situations	CSCCS019QB	
CHCCCS023	Support independence and wellbeing	CSCCS023QB	
CHCCDE003	Work within a community development framework	CSCDE003QB	
CHCCOM001	Provide first point of contact	CSCOM001QB	
CHCDFV001	Recognise and respond appropriately to domestic and family violence	CXDFV001QB	
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	
CHCMHS001	Work with people with mental health issues	CSMHS001QB	
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	
CHCVOL001	Be an effective volunteer	CSVOL001QB	
HLTINF001	Comply with infection prevention and control policies and procedures	CSINF001QB	

Qualification Bundle Order Form

CHC33015 Certificate III in Individual Support

Qualification requirement

Total number of units – 13

→ 7 core units

→ 6 elective units, of which:

– 2 units must be from those listed under Group A, B or C

Specialisations

→ All Group A electives must be selected for award of the *Certificate III in Individual Support (Ageing)* and all remaining electives must be selected from Group D.

→ All Group B electives must be selected for award of the *Certificate III in Individual Support (Disability)*.

→ At least four units from Group C electives must be selected for award of the *Certificate III in Individual Support (Home and Community)*.

Code	Unit of Competency	Office use	Select
Core Units			
CHCCCS015	Provide individualised support	CSCCS015QB	<input checked="" type="checkbox"/>
CHCCCS023	Support independence and wellbeing	CSCCS023QB	<input checked="" type="checkbox"/>
CHCCOM005	Communicate and work in health or community services	CSCOM005QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCLEG001	Work legally and ethically (CS)	CSLEG001QB	<input checked="" type="checkbox"/>
HLTAAP001	Recognise healthy body systems	CSAAP001QB	<input checked="" type="checkbox"/>
HLTWHS002	Follow safe work practices for direct client care	CSWHS002QB	<input checked="" type="checkbox"/>
Group A Elective Units – Ageing			
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	
CHCAGE005	Provide support to people living with dementia	CSAGE005QB	
CHCCCS011	Meet personal support needs	CSCCS011QB	
HLTINF001	Comply with infection prevention and control policies and procedures	CSINF001QB	
Group B Elective Units – Disability			
CHCDIS001	Contribute to ongoing skills development using a strengths-based approach	CSDIS001QB	
CHCDIS002	Follow established person-centred behaviour supports	CSDIS002QB	
CHCDIS003	Support community participation and social inclusion	CSDIS003QB	
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	
HLTINF001	Comply with infection prevention and control policies and procedures	CSINF001QB	
Group C Elective Units – Home and Community			
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	
CHCCCS011	Meet personal support needs	CSCCS011QB	
CHCCCS025	Support relationships with carers and families	CSCCS025QB	
CHCHCS001	Provide home and community support services	CSHCS001QB	
Elective Units			
BSBCUS301	Deliver and monitor a service to customers	BSCUS301QB	
BSBINM201	Process and maintain workplace information	BSINM201QB	
BSBMED301	Interpret and apply medical terminology appropriately	CSMED301QB	

Code	Unit of Competency	Office use	Select
BSBWOR204	Use business technology	BSWOR204QB	
BSBWOR301	Organise personal work priorities and development	BSWOR301QB	
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	
CHCAGE002	Implement falls prevention strategies	CSAGE002QB	
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	
CHCCCS006	Facilitate individual service planning and delivery	CSCCS006QB	
CHCCCS009	Facilitate responsible behaviour	CSCCS009QB	
CHCCCS017	Provide loss and grief support	CSCCS017QB	
CHCCCS024	Support individuals with autism spectrum disorder	CSCCS024QB	
CHCCCS025	Support relationships with carers and families	CSCCS025QB	
CHCCCS026	Transport individuals	CSCCS026QB	
CHCDIS001	Contribute to ongoing skills development using a strengths-based approach	CSDIS001QB	
CHCDIS002	Follow established person-centred behaviour supports	CSDIS002QB	
CHCDIS003	Support community participation and social inclusion	CSDIS003QB	
CHCDIS004	Communicate using augmentative and alternative communication strategies	CSDIS004QB	
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	
CHCHCS001	Provide home and community support services	CSHCS001QB	
CHCLAH001	Work effectively in the leisure and health industries	CSLAH001QB	
CHCLAH002	Contribute to leisure and health programming	CSLAH002QB	
CHCLAH003	Participate in the planning, implementation and monitoring of individual leisure and health programs	CSLAH003QB	
CHCMHS001	Work with people with mental health issues	CSMHS001QB	
CHCPAL001	Deliver care services using a palliative approach	CSPAL001QB	
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	
CHCPRP003	Reflect on and improve own professional practice (CS)	CSPRP003QB	
HLTAHA001	Assist with an allied health program	CSAHA001QB	
HLTHPS006	Assist clients with medication	CSHPS006QB	

Qualification Bundle Order Form

CHC42015 Certificate IV in Community Services

Qualification requirement

Total number of units – 15

→ 7 core units

→ 8 elective units

Code	Unit of Competency	Office use	Select
Core Units			
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	<input checked="" type="checkbox"/>
CHCCGS004	Assess co-existing needs	CSCGS004QB	<input checked="" type="checkbox"/>
CHCCOM002	Use communication to build relationships	CSCOM002QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCLEG001	Work legally and ethically (CS)	CSLEG001QB	<input checked="" type="checkbox"/>
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	<input checked="" type="checkbox"/>
HLTWHS003	Maintain work health and safety (CS)	CSWHS003QB	<input checked="" type="checkbox"/>
Elective Units			
CHCDFV001	Recognise and respond appropriately to domestic and family violence	CXDFV001QB	<input type="checkbox"/>
CHCADV002	Provide advocacy and representation services	CSADV002QB	<input type="checkbox"/>
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	<input type="checkbox"/>
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	<input type="checkbox"/>
CHCCCS003	Increase the safety of individuals at risk of suicide	CSCCS003QB	<input type="checkbox"/>
CHCCCS006	Facilitate individual service planning and delivery	CSCCS006QB	<input type="checkbox"/>
CHCCCS008	Develop strategies to address unmet needs	CSCCS008QB	<input type="checkbox"/>
CHCCCS009	Facilitate responsible behaviour	CSCCS009QB	<input type="checkbox"/>
CHCCCS010	Maintain a high standard of service	CSCCS010QB	<input type="checkbox"/>
CHCCCS014	Provide brief interventions	CSCCS014QB	<input type="checkbox"/>
CHCCCS015	Provide individualised support	CSCCS015QB	<input type="checkbox"/>
CHCCCS017	Provide loss and grief support	CSCCS017QB	<input type="checkbox"/>
CHCCCS019	Recognise and respond to crisis situations	CSCCS019QB	<input type="checkbox"/>
CHCCCS020	Respond effectively to behaviours of concern	CSCCS020QB	<input type="checkbox"/>
CHCCDE003	Work within a community development framework	CSCDE003QB	<input type="checkbox"/>
CHCCOM001	Provide first point of contact	CSCOM001QB	<input type="checkbox"/>
CHCCSM005	Develop, facilitate and review all aspects of case management	CSCSM005QB	<input type="checkbox"/>
CHCDIS001	Contribute to ongoing skills development using a strengths-based approach	CSDIS001QB	<input type="checkbox"/>
CHCDIS004	Communicate using augmentative and alternative communication strategies	CSDIS004QB	<input type="checkbox"/>
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	<input type="checkbox"/>
CHCDIS008	Facilitate community participation and social inclusion	CSDIS008QB	<input type="checkbox"/>
CHCDIS010	Provide person-centred services to people with disabilities with complex needs	CSDIS010QB	<input type="checkbox"/>
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	<input type="checkbox"/>
CHCMGT005	Facilitate workplace debriefing and support processes	CSMGT005QB	<input type="checkbox"/>
CHCMHS001	Work with people with mental health issues	CSMHS001QB	<input type="checkbox"/>

Code	Unit of Competency	Office use	Select
CHCMHS003	Provide recovery oriented mental health services	CSMHS003QB	<input type="checkbox"/>
CHCMHS011	Assess and promote social, emotional and physical wellbeing	CSMHS011QB	<input type="checkbox"/>
CHCPAL001	Deliver care services using a palliative approach	CSPAL001QB	<input type="checkbox"/>
CHCPAL002	Plan for and provide care services using a palliative approach	CSPAL002QB	<input type="checkbox"/>
HLTWHS006	Manage personal stressors in the work environment	CSWHS006QB	<input type="checkbox"/>
CHCPRP003	Reflect on and improve own professional practice	CSPRT003QB	<input type="checkbox"/>
CHCPRT003	Work collaboratively to maintain an environment safe for children and young people	CSPRT003QB	<input type="checkbox"/>
BSBLDR403	Lead team effectiveness	BSLDR403QB	<input type="checkbox"/>
BSBLED401	Develop teams and individuals	BSLED401QB	<input type="checkbox"/>
BSBMGT401	Show leadership in the workplace	BSMGT401QB	<input type="checkbox"/>
BSBMGT403	Implement continuous improvement	BSMGT003QB	<input type="checkbox"/>

Qualification Bundle Order Form

CHC43015 Certificate IV in Ageing Support

Qualification requirement

Total number of units – 18

→ 15 core units

→ 3 elective units

Code	Unit of Competency	Office use	Select
Core Units			
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	<input checked="" type="checkbox"/>
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	<input checked="" type="checkbox"/>
CHCAGE003	Coordinate services to older people	CSAGE003QB	<input checked="" type="checkbox"/>
CHCAGE004	Implement interventions with older people at risk	CSAGE004QB	<input checked="" type="checkbox"/>
CHCAGE005	Provide support to people living with dementia	CSAGE005QB	<input checked="" type="checkbox"/>
CHCCCS006	Facilitate individual service planning and delivery	CSCCS006QB	<input checked="" type="checkbox"/>
CHCCCS011	Meet personal support needs	CSCCS011QB	<input checked="" type="checkbox"/>
CHCCCS023	Support independence and wellbeing	CSCCS023QB	<input checked="" type="checkbox"/>
CHCCCS025	Support relationships with carers and families	CSCCS025QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCLEG003	Manage legal and ethical compliance	CSLEG003QB	<input checked="" type="checkbox"/>
CHCPAL001	Deliver care services using a palliative approach	CSPAL001QB	<input checked="" type="checkbox"/>
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	<input checked="" type="checkbox"/>
HLTAAP001	Recognise healthy body systems	CSAAP001QB	<input checked="" type="checkbox"/>
HLTWHS002	Follow safe work practices for direct client care	CSWHS002QB	<input checked="" type="checkbox"/>
Elective Units – Choose 3			
CHCAGE002	Implement falls prevention strategies	CSAGE002QB	<input type="checkbox"/>
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	<input type="checkbox"/>
CHCCCS007	Develop and implement service programs	CSCCS007QB	<input type="checkbox"/>
CHCCCS010	Maintain a high standard of service	CSCCS010QB	<input type="checkbox"/>
CHCCCS017	Provide loss and grief support	CSCCS017QB	<input type="checkbox"/>
CHCCCS019	Recognise and respond to crisis situations	CSCCS019QB	<input type="checkbox"/>
CHCCOM001	Provide first point of contact	CSCOM001QB	<input type="checkbox"/>
CHCCOM002	Use communication to build relationships	CSCOM002QB	<input type="checkbox"/>
CHCDIS004	Communicate using augmentative and alternative communication strategies	CSDIS004QB	<input type="checkbox"/>
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	<input type="checkbox"/>
CHCDIS008	Facilitate community participation and social inclusion	CSDIS008QB	<input type="checkbox"/>
CHCDIS009	Facilitate ongoing skills development using a person-centred approach	CSDIS009QB	<input type="checkbox"/>
CHCDIS010	Provide person-centred services to people with disabilities with complex needs	CSDIS010QB	<input type="checkbox"/>
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	<input type="checkbox"/>
CHCDIV003	Manage and promote diversity	CSDIV003QB	<input type="checkbox"/>
CHCMHS001	Work with people with mental health issues	CSMHS001QB	<input type="checkbox"/>
CHCPAL002	Plan for and provide care services using a palliative approach	CSPAL002QB	<input type="checkbox"/>
HLTAAP002	Confirm physical health status	CSAAP002QB	<input type="checkbox"/>
HLTHPS006	Assist clients with medication	CSHPS006QB	<input type="checkbox"/>
HLTHPS007	Administer and monitor medication	CSHPS007QB	<input type="checkbox"/>
HLTWHS003	Maintain work health and safety (CS)	CSWHS003QB	<input type="checkbox"/>
HLTWHS004	Manage work health and safety	CSWHS004QB	<input type="checkbox"/>

Qualification Bundle Order Form

CHC43115 Certificate IV in Disability

Qualification requirement

Total number of units – 14

→ 11 core units

→ 3 elective units

Code	Unit of Competency	Office use	Select
Core Units			
CHCCCS015	Provide individualised support	CSCCS015QB	<input checked="" type="checkbox"/>
CHCDIS002	Follow established person-centred behaviour supports	CSDIS002QB	<input checked="" type="checkbox"/>
CHCDIS005	Develop and provide person-centred service responses	CSDIS005QB	<input checked="" type="checkbox"/>
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	<input checked="" type="checkbox"/>
CHCDIS008	Facilitate community participation and social inclusion	CSDIS008QB	<input checked="" type="checkbox"/>
CHCDIS009	Facilitate ongoing skills development using a person-centred approach	CSDIS009QB	<input checked="" type="checkbox"/>
CHCDIS010	Provide person-centred services to people with disabilities with complex needs	CSDIS010QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCLEG003	Manage legal and ethical compliance	CSLEG003QB	<input checked="" type="checkbox"/>
HLTAAP001	Recognise healthy body systems	CSAAP001QB	<input checked="" type="checkbox"/>
HLTWHS002	Follow safe work practices for direct client care	CSWHS002QB	<input checked="" type="checkbox"/>
Elective Units – Choose 3			
BSBINM201	Process and maintain workplace information	BSINM201QB	
BSBLDR402	Lead effective workplace relationships	BSLDR402QB	
BSBMGT401	Show leadership in the workplace	BSMGT401QB	
BSBWOR204	Use business technology	BSWOR204QB	
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	
CHCADV002	Provide advocacy and representation services	CSADV002QB	
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	
CHCAGE003	Coordinate services to older people	CSAGE003QB	
CHCAGE005	Provide support to people living with dementia	CSAGE005QB	
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	
CHCCCS004	Assess co-existing needs	CSCCS004QB	
CHCCCS006	Facilitate individual service planning and delivery	CSCCS006QB	
CHCCCS007	Develop and implement service programs	CSCCS007QB	
CHCCCS008	Develop strategies to address unmet needs	CSCCS008QB	
CHCCCS010	Maintain a high standard of service	CSCCS010QB	
CHCCCS011	Meet personal support needs	CSCCS011QB	
CHCCCS017	Provide loss and grief support	CSCCS017QB	
CHCCCS019	Recognise and respond to crisis situations	CSCCS019QB	
CHCCCS023	Support independence and wellbeing	CSCCS023QB	
CHCCCS025	Support relationships with carers and families	CSCCS025QB	
CHCCOM002	Use communication to build relationships	CSCOM002QB	
CHCDIS004	Communicate using augmentative and alternative communication strategies	CSDIS004QB	

Code	Unit of Competency	Office use	Select
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	<input type="checkbox"/>
CHCDIV003	Manage and promote diversity	CSDIV003QB	<input type="checkbox"/>
CHCHCS001	Provide home and community support services	CSHCS001QB	<input type="checkbox"/>
CHCLAH001	Work effectively in the leisure and health industries	CSLAH001QB	<input type="checkbox"/>
CHCLAH002	Contribute to leisure and health programming	CSLAH002QB	<input type="checkbox"/>
CHCLAH003	Participate in the planning, implementation and monitoring of individual leisure and health programs	CSLAH003QB	<input type="checkbox"/>
CHCMHS001	Work with people with mental health issues	CSMHS001QB	<input type="checkbox"/>
CHCPAL001	Deliver care services using a palliative approach	CSPAL001QB	<input type="checkbox"/>
CHCPAL002	Plan for and provide care services using a palliative approach	CSPAL002QB	<input type="checkbox"/>
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	<input type="checkbox"/>
HLTAAP002	Confirm physical health status	CSAAP002QB	<input type="checkbox"/>
HLTHPS006	Assist clients with medication	CSHPS006QB	<input type="checkbox"/>
HLTHPS007	Administer and monitor medication	CSHPS007QB	<input type="checkbox"/>
HLTWHS003	Maintain work health and safety (CS)	CSWHS003QB	<input type="checkbox"/>
HLTWHS004	Manage work health and safety	CSWHS004QB	<input type="checkbox"/>

Qualification Bundle Order Form

CHC43215 Certificate IV in Alcohol and Other Drugs

Qualification requirement

Total number of units – 17

→ 12 core units

→ 5 elective units

Code	Unit of Competency	Office use	Select
Core Units*			
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	<input checked="" type="checkbox"/>
CHCAOD004	Assess needs of clients with alcohol and/or other drugs issues	CSAOD004QB	<input checked="" type="checkbox"/>
CHCAOD006	Provide interventions for people with alcohol and other drug issues	CSAOD006QB	<input checked="" type="checkbox"/>
CHCAOD009	Develop and review individual treatment alcohol and other drug treatment plan	CSAOD009QB	<input checked="" type="checkbox"/>
CHCCCS004	Assess co-existing needs	CSCCS004QB	<input checked="" type="checkbox"/>
CHCCCS014	Provide brief interventions	CSCCS014QB	<input checked="" type="checkbox"/>
CHCCOM002	Use communication to build relationships	CSCOM002QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCLEG001	Work legally and ethically (CS)	CSLEG001QB	<input checked="" type="checkbox"/>
CHCMHS001	Work with people with mental health issues	CSMHS001QB	<input checked="" type="checkbox"/>
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	<input checked="" type="checkbox"/>
Elective Units – Choose 5			
BSBINM201	Process and maintain workplace information	BSINM201QB	
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	
CHCCCS003	Increase the safety of individuals at risk of suicide	CSCCS003QB	
CHCCCS006	Facilitate individual service planning and delivery	CSCCS006QB	
CHCCCS009	Facilitate responsible behaviour	CSCCS009QB	
CHCCCS017	Provide loss and grief support	CSCCS017QB	
CHCCCS019	Recognise and respond to crisis situations	CSCCS019QB	
CHCCCS023	Support independence and wellbeing	CSCCS023QB	
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	
CHCDIS008	Facilitate community participation and social inclusion	CSDIS008QB	
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	
CHCMHS002	Establish self-directed recovery relationships	CSMHS002QB	
CHCMHS003	Provide recovery oriented mental health services	CSMHS003QB	
CHCMHS004	Work collaboratively with the care network and other services	CSMHS004QB	
CHCMHS005	Provide services to people with coexisting mental health and alcohol and other drugs issues	CSMHS005QB	
CHCPRP003	Reflect on and improve own professional practice (CS)	CSPRP003QB	
HLTAAP001	Recognise healthy body systems	CSAAP001QB	
HLTHPS006	Assist clients with medication	CSHPS006QB	
HLTWHS006	Manage personal stressors in the work environment	CSWHS006QB	

* Please note: Aspire has not developed HLTAID004 Provide an emergency first aid response in an education and care setting.

Qualification Bundle Order Form

CHC43315 Certificate IV in Mental Health

Qualification requirement

Total number of units – 15

→ 11 core units

→ 4 elective units, of which:

– at least 1 unit from the At Risk group below

Code	Unit of Competency	Office use	Select
Core Units			
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	<input checked="" type="checkbox"/>
CHCLEG001	Work legally and ethically (CS)	CSLEG001QB	<input checked="" type="checkbox"/>
CHCMHS002	Establish self-directed recovery relationships	CSMHS002QB	<input checked="" type="checkbox"/>
CHCMHS003	Provide recovery oriented mental health services	CSMHS003QB	<input checked="" type="checkbox"/>
CHCMHS004	Work collaboratively with the care network and other services	CSMHS004QB	<input checked="" type="checkbox"/>
CHCMHS005	Provide services to people with coexisting mental health and alcohol and other drugs issues	CSMHS005QB	<input checked="" type="checkbox"/>
CHCMHS007	Work effectively in trauma informed care	CSMHS007QB	<input checked="" type="checkbox"/>
CHCMHS008	Promote and facilitate self advocacy	CSMHS008QB	<input checked="" type="checkbox"/>
CHCMHS011	Assess and promote social, emotional and physical wellbeing	CSMHS011QB	<input checked="" type="checkbox"/>
HLTWHS001	Participate in workplace health and safety (CS)	CSWHS001QB	<input checked="" type="checkbox"/>
At Risk Elective Units			
CHCCCS003	Increase the safety of individuals at risk of suicide	CSCCS003QB	
CHCCCS019	Recognise and respond to crisis situations	CSCCS019QB	
Elective Units – Choose 3			
BSBINM201	Process and maintain workplace information	BSINM201QB	
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	
CHCAOD004	Assess needs of clients with alcohol and/or other drugs issues	CSAOD004QB	
CHCAOD006	Provide interventions for people with alcohol and other drug issues	CSAOD006QB	
CHCCCS004	Assess co-existing needs	CSCCS004QB	
CHCCCS007	Develop and implement service programs	CSCCS007QB	
CHCCCS009	Facilitate responsible behaviour	CSCCS009QB	
CHCCCS014	Provide brief interventions	CSCCS014QB	
CHCCCS017	Provide loss and grief support	CSCCS017QB	
CHCCCS020	Respond effectively to behaviours of concern	CSCCS020QB	
CHCCCS023	Support independence and wellbeing	CSCCS023QB	
CHCCOM002	Use communication to build relationships	CSCOM002QB	
CHCDFV001	Recognise and respond appropriately to domestic and family violence	CXDFV001QB	
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	
CHCDIS008	Facilitate community participation and social inclusion	CSDIS008QB	
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	
CHCPRP003	Reflect on and improve own professional practice (CS)	CSPRP003QB	
HLTAAP001	Recognise healthy body systems	CSAAP001QB	
HLTHPS006	Assist clients with medication	CSHPS006QB	
HLTWHS006	Manage personal stressors in the work environment	CSWHS006QB	

Qualification Bundle Order Form

CHC43415 Certificate IV in Leisure and Health

Qualification requirement

Total number of units – 17

→ 10 core units

→ 7 elective units

Code	Unit of Competency	Office use	Select
Core Units			
CHCCOM002	Use communication to build relationships	CSCOM002QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCLAH001	Work effectively in the leisure and health industries	CSLAH001QB	<input checked="" type="checkbox"/>
CHCLAH002	Contribute to leisure and health programming	CSLAH002QB	<input checked="" type="checkbox"/>
CHCLAH003	Participate in the planning, implementation and monitoring of individual leisure and health programs	CSLAH003QB	<input checked="" type="checkbox"/>
CHCLAH004	Participate in planning leisure and health programs for clients with complex needs	CSLAH004QB	<input checked="" type="checkbox"/>
CHCLAH005	Incorporate lifespan development and sociological concepts into leisure and health programming	CSLAH005QB	<input checked="" type="checkbox"/>
CHCPRP003	Reflect on and improve own professional practice (CS)	CSPRP003QB	<input checked="" type="checkbox"/>
HLTAAP002	Confirm physical health status	CSAAP002QB	<input checked="" type="checkbox"/>
HLTWHS002	Follow safe work practices for direct client care	CSWHS002QB	<input checked="" type="checkbox"/>
Elective Units – Choose 7			
BSBINM201	Process and maintain workplace information	BSINM201QB	
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	
CHCAGE005	Provide support to people living with dementia	CSAGE005QB	
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	
CHCCCS008	Develop strategies to address unmet needs	CSCCS008QB	
CHCCCS015	Provide individualised support	CSCCS015QB	
CHCCCS020	Respond effectively to behaviours of concern	CSCCS020QB	
CHCCCS023	Support independence and wellbeing	CSCCS023QB	
CHCCCS025	Support relationships with carers and families	CSCCS025QB	
CHCCDE003	Work within a community development framework	CSCDE003QB	
CHCDIS002	Follow established person-centred behaviour supports	CSDIS002QB	
CHCDIS003	Support community participation and social inclusion	CSDIS003QB	
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	
CHCHGS001	Provide home and community support services	CSHGS001QB	
CHCMHS001	Work with people with mental health issues	CSMHS001QB	
CHCMHS002	Establish self-directed recovery relationships	CSMHS002QB	
CHCMHS003	Provide recovery oriented mental health services	CSMHS003QB	
CHCMHS004	Work collaboratively with the care network and other services	CSMHS004QB	
CHCPAL001	Deliver care services using a palliative approach	CSPAL001QB	

Qualification Bundle Order Form

CHC51015 Diploma of Counselling

Qualification requirement

Total number of units – 17

→ 13 core units

→ 4 elective units

Code	Unit of Competency	Office use	Select
Core Units			
CHCCCS019	Recognise and respond to crisis situations	CSCCS019QB	<input checked="" type="checkbox"/>
CHCCSL001	Establish and confirm the counselling relationship	CSCSL001QB	<input checked="" type="checkbox"/>
CHCCSL002	Apply specialist interpersonal and counselling interview skills	CSCSL002QB	<input checked="" type="checkbox"/>
CHCCSL003	Facilitate the counselling relationship and process	CSCSL003QB	<input checked="" type="checkbox"/>
CHCCSL004	Research and apply personality and development theories	CSCSL004QB	<input checked="" type="checkbox"/>
CHCCSL005	Apply learning theories in counselling	CSCSL005QB	<input checked="" type="checkbox"/>
CHCCSL006	Select and use counselling therapies	CSCSL006QB	<input checked="" type="checkbox"/>
CHCCSL007	Support clients in decision making processes	CSCSL007QB	<input checked="" type="checkbox"/>
CHCCSM005	Develop, facilitate and review all aspects of case management	CSCSM005QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	<input checked="" type="checkbox"/>
CHCLEG001	Work legally and ethically (CS)	CSLEG001QB	<input checked="" type="checkbox"/>
CHCPRP003	Reflect on and improve own professional practice (CS)	CSPRP003QB	<input checked="" type="checkbox"/>
Elective Units – Choose 4			
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	<input type="checkbox"/>
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	<input type="checkbox"/>
CHCCCS003	Increase the safety of individuals at risk of suicide	CSCCS003QB	<input type="checkbox"/>
CHCCGS014	Provide brief interventions	CSCGS014QB	<input type="checkbox"/>
CHCCCS015	Provide individualised support	CSCCS015QB	<input type="checkbox"/>
CHCCCS017	Provide loss and grief support	CSCCS017QB	<input type="checkbox"/>
CHCCGS023	Support independence and wellbeing	CSCGS023QB	<input type="checkbox"/>
CHCDFV001	Recognise and respond appropriately to domestic and family violence	CXDFV001QB	<input type="checkbox"/>
CHCDIV003	Manage and promote diversity	CSDIV003QB	<input type="checkbox"/>
CHCMHS001	Work with people with mental health issues	CSMHS001QB	<input type="checkbox"/>

Qualification Bundle Order Form

CHC52015 Diploma of Community Services

Qualification requirement

Total number of units – 16

→ 8 core units

→ 8 elective units

Code	Unit of Competency	Office use	Select
Core Units			
CHCCCS007	Develop and implement service programs	CSCCS007QB	<input checked="" type="checkbox"/>
CHCCOM003	Develop workplace communication strategies	CSCOM003QB	<input checked="" type="checkbox"/>
CHCDEV002	Analyse impacts of sociological factors on clients in community work and services	CSDEV002QB	<input checked="" type="checkbox"/>
CHCDIV003	Manage and promote diversity	CSDIV003QB	<input checked="" type="checkbox"/>
CHCLEG003	Manage legal and ethical compliance	CSLEG003QB	<input checked="" type="checkbox"/>
CHCMGT005	Facilitate workplace debriefing and support processes	CSMGT005QB	<input checked="" type="checkbox"/>
CHCPRP003	Reflect on and improve own professional practice	CSPRT003QB	<input checked="" type="checkbox"/>
HLTWHS004	Manage work health and safety	CSWHS004QB	<input checked="" type="checkbox"/>
Elective Units – Choose 8			
BSBFIM501	Manage budgets and financial plans	BSFIM501QB	
BSBINN601	Lead and manage organisational change	BSINN601QB	
BSBMGT516	Facilitate continuous improvement	BSMGT516QB	
BSBPMG522	Undertake project work	BSPMG522QB	
BSBRSK501	Manage risk	BSRSK501QB	
CHCADV002	Provide advocacy and representation services	CSADV002QB	
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	
CHCAOD004	Assess needs of clients with alcohol and/or other drugs issues	CSAOD004QB	
CHCAOD009	Develop and review individual treatment alcohol and other drug treatment plan	CSAOD009QB	
CHCCCS003	Increase the safety of individuals at risk of suicide	CSCCS003QB	
CHCCCS004	Assess co-existing needs	CSCCS004QB	
CHCCCS009	Facilitate responsible behaviour	CSCCS009QB	
CHCCCS019	Recognise and respond to crisis situations	CSCCS019QB	
CHCCSM005	Develop, facilitate and review all aspects of case management	CSCSM005QB	
CHCDIS005	Develop and provide person-centred service responses	CSDIS005QB	
CHCDIS008	Facilitate community participation and social inclusion	CSDIS008QB	
CHCDIS010	Provide person-centred services to people with disabilities with complex needs	CSDIS010QB	
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	
CHCMHS001	Work with people with mental health issues	CSMHS001QB	
CHCMHS002	Establish self-directed recovery relationships	CSMHS002QB	
CHCMHS003	Provide recovery oriented mental health services	CSMHS003QB	
CHCMHS004	Work collaboratively with the care network and other services	CSMHS004QB	
CHCMHS005	Provide services to people with coexisting mental health and alcohol and other drugs issues	CSMHS005QB	
CHCMHS008	Promote and facilitate self advocacy	CSMHS008QB	
CHCMHS011	Assess and promote social, emotional and physical wellbeing	CSMHS011QB	
CHCPOL003	Research and apply evidence to practice	CXPOL003QB	
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	

Qualification Bundle Order Form

CHC14015 Certificate I in Active Volunteering

Qualification requirement

Total number of units – 5

→ 3 core units

→ 2 elective units

Code	Unit of Competency	Office use	Select
Core Units			
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCVOL001	Be an effective volunteer	CSVOL001QB	<input checked="" type="checkbox"/>
HLTWS001	Participate in workplace health and safety (CS)	CSWS001QB	<input checked="" type="checkbox"/>
Elective Units – Choose 2			
BSBCMM201	Communicate in the workplace	BSCMM201QB	<input type="checkbox"/>
BSBCUS201	Deliver a service to customers	BSCUS201QB	<input type="checkbox"/>
CHCCOM005	Communicate and work in health or community services	CSCOM005QB	<input type="checkbox"/>
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	<input type="checkbox"/>

Qualification Bundle Order Form

CHC24015 Certificate II in Active Volunteering

Qualification requirement

Total number of units – 7

→ 4 core units

→ 3 elective units

Code	Unit of Competency	Office use	Select
Core Units			
BSBCMM201	Communicate in the workplace	BSCMM201QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCVOL001	Be an effective volunteer	CSVOL001QB	<input checked="" type="checkbox"/>
HLTWHS001	Participate in workplace health and safety (CS)	CSWHS001QB	<input checked="" type="checkbox"/>
Elective Units – Choose 3			
CHCCOM001	Provide first point of contact	CSCOM001QB	
CHCCOM005	Communicate and work in health or community services	CSCOM005QB	
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	
FSKDIG003	Use digital technology for non-routine workplace tasks	FSDIG003QB	
FSKOCM007	Interact effectively with others at work	FSOCM007QB	
FSKWTG009	Write routine workplace texts	FSWTG009QB	

Qualification Bundle Order Form

CHC34015 Certificate III in Active Volunteering

Qualification requirement

Total number of units – 10

→ 6 core units

→ 4 elective units

Code	Unit of Competency	Office use	Select
Core Units			
BSBWOR301	Organise personal work priorities and development	BSWOR301QB	<input checked="" type="checkbox"/>
CHCCOM002	Use communication to build relationships	CSCOM002QB	<input checked="" type="checkbox"/>
CHCDIV001	Work with diverse people (CS)	CSDIV001QB	<input checked="" type="checkbox"/>
CHCLEG001	Work legally and ethically (CS)	CSLEG001QB	<input checked="" type="checkbox"/>
CHCVOL001	Be an effective volunteer	CSVOL001QB	<input checked="" type="checkbox"/>
HLTWHS001	Participate in workplace health and safety (CS)	CSWHS001QB	<input checked="" type="checkbox"/>
HLTWHS003	Maintain work health and safety (CS)	CSWHS003QB	<input checked="" type="checkbox"/>
Elective Units – Choose 4			
BSBCMM401	Make a presentation	BSCMM401QB	<input type="checkbox"/>
BSBINM301	Organise workplace information	BSINM301QB	<input type="checkbox"/>
BSBMGT401	Show leadership in the workplace	BSMGT401QB	<input type="checkbox"/>
BSBWOR204	Use business technology	BSWOR204QB	<input type="checkbox"/>
CHCADV001	Facilitate the interests and rights of clients	CSADV001QB	<input type="checkbox"/>
CHCAGE001	Facilitate the empowerment of older people	CSAGE001QB	<input type="checkbox"/>
CHCAOD001	Work in an alcohol and other drugs context	CSAOD001QB	<input type="checkbox"/>
CHCCCS011	Meet personal support needs	CSCCS011QB	<input type="checkbox"/>
CHCCCS015	Provide individualised support	CSCCS015QB	<input type="checkbox"/>
CHCCCS017	Provide loss and grief support	CSCCS017QB	<input type="checkbox"/>
CHCCCS023	Support independence and wellbeing	CSCCS023QB	<input type="checkbox"/>
CHCCCS024	Support individuals with autism spectrum disorder – NEW	CSCCS024QB	<input type="checkbox"/>
CHCCDE003	Work within a community development framework	CSCDE003QB	<input type="checkbox"/>
CHCCOM001	Provide first point of contact	CSCOM001QB	<input type="checkbox"/>
CHCDIS007	Facilitate the empowerment of people with disability	CSDIS007QB	<input type="checkbox"/>
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety (CS)	CSDIV002QB	<input type="checkbox"/>
CHCHCS001	Provide home and community support services	CSHCS001QB	<input type="checkbox"/>
CHCMHS001	Work with people with mental health issues	CSMHS001QB	<input type="checkbox"/>
CHCPRP001	Develop and maintain networks and collaborative partnerships	CSPRP001QB	<input type="checkbox"/>
HLTAAP001	Recognise healthy body systems	CSAAP001QB	<input type="checkbox"/>
HLTINF001	Comply with infection prevention and control policies and procedures	CSINF001QB	<input type="checkbox"/>

Assessment Support Bundle	Select
CHC22015 Certificate II in Community Services	
CHC32015 Certificate III in Community Services	
CHC33015 Certificate III in Individual Support	
CHC42015 Certificate IV in Community Services	
CHC43015 Certificate IV in Ageing Support	
CHC43115 Certificate IV in Disability	
CHC43215 Certificate IV in Alcohol and Other Drugs	
CHC43315 Certificate IV in Mental Health	
CHC43415 Certificate IV in Leisure and Health	
CHC51015 Diploma of Counselling	
CHC52015 Diploma in Community Services	
CHC14015 Certificate I in Active Volunteering	
CHC24015 Certificate II in Active Volunteering	
CHC34015 Certificate III in Active Volunteering	

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