



Learn for Life

HLT23221 Certificate II in Health Support Services



Duration:

6 - 12 months



Method:

Online, Blended, RPL, Classroom



Payment:

Upfront, Pay Per Unit



Funding:

Skills Assure (VETiS)

What can I expect?

Welcome to the fantastic adventure that is our program! Get ready to unlock the secret powers of communication and collaboration in the fastest-growing industry!

Picture yourself as a superhero, working alongside a diverse team of dynamic individuals. Together, you'll be on a mission to spread health and happiness throughout the community.

But that's not all! You'll also be a master of administration, dazzling customers with your magical service skills. Abracadabra, and they'll be amazed!

Join us on this thrilling journey to discover the joys of making a difference while having a blast. Get ready for laughter, fun, and a fulfilling career that's anything but ordinary!

So, don your cape, and let's soar to new heights of success together!

Career Pathway Potential



Health Administrative Worker



Admissions clerk (Health Services)



Ward Clerk

Qualification Structure:

- ✓ **Total Number of Units: 12**
- ✓ **4 Core Units**
- ✓ **8 Elective units**



Core Units:

CHCCOM005

Communicate and work in health or community services

HLTINF006

Apply basic principles and practices of infection prevention and control

CHCDIV001

Work with diverse people

HLTWHS001

Participate in workplace health and safety

Elective Units:

You may select up to 8 elective units from the list below. An Educator will be able to assist you with your elective unit selection.

BSBINS201

Process and maintain workplace information

BSBMED301

Interpret and apply medical terminology appropriately

BSBOPS101

Use business resources

BSBOPS203

Deliver a service to customers

BSBPEF202

Plan and apply time management

BSBTEC201

Use business software applications

BSBSUS211

Participate in sustainable work practices

SITXFSA005

Use hygienic practices for food safety

SITHCCC025

Prepare and present sandwiches (SITXFSA005 PRE REQ)



Workplace Requirement

Students will be required to undertake practical workplace tasks in an approved workplace/environment to complete their qualification.

Entry Requirements:

Not Applicable