



**Aboriginal  
Health  
Council**  
of South Australia Ltd.



# Course Guide 2025

Growing Our Own,  
Healing Our Way.

Aboriginal Health Council of SA acknowledges the Kurna people as the traditional custodians of the Adelaide region, where the organisation is located, and we recognise the Kurna people’s cultural, spiritual, physical and emotional connection with their land. We honour and pay our respects to Kurna elders, both past and present, and all generations of Kurna people, now and into the future.

We also welcome Aboriginal and Torres Strait Islander peoples visiting from other parts of Australia and respect their cultures.



AHCSA is the health voice for all Aboriginal people in South Australia. As the peak body representing Aboriginal community-controlled health, Aboriginal Health Council of South Australia (AHCSA) advocates for and supports Aboriginal community-controlled health and substance misuse services, providing programs, resources, and education across South Australia.

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## Message from the CEO



**Tanya McGregor**  
Chief Executive Officer

I am delighted to welcome you to the Aboriginal Health Council of South Australia's Registered Training Organisation (AHCSA RTO).

The Registered Training Organisation (RTO) at the Aboriginal Health Council of South Australia (AHCSA) is Aboriginal Community Controlled and governed by the AHCSA Board. Since commencing operations in 2004, our focus has been on delivering accredited training in Primary Health and Aboriginal Maternal Infant Care (AMIC). Our programs are designed to strengthen the capacity of the Aboriginal Community Controlled Health Sector and improve health outcomes for our people.

The AHCSA RTO is highly valued across the Community Controlled Health Sector, and we take pride in supporting students to successfully complete their studies. We understand that learning is not just about the classroom—it's about having the right supports in place. That's why we provide wrap-around assistance to help you succeed both academically and personally.

Your time with us is an opportunity to gain nationally recognised qualifications, develop practical skills, and contribute to positive change in your community. I encourage you to take full advantage of the learning environment, share your experiences, and build connections that will last throughout your career.

On behalf of the AHCSA RTO team, I wish you every success in your studies and look forward to celebrating your achievements.

## Message from the RTO Manager



**Maja Young**  
RTO Manager

Welcome to the Aboriginal Health Council of South Australia (AHCSA) Registered Training Organisation. It is my pleasure to welcome you to your learning journey with us.

At AHCSA, we are proud to walk alongside you as you begin or continue your path toward becoming a strong contributor to the health and wellbeing of Aboriginal and Torres Strait Islander communities. Our training programs are grounded in cultural integrity, community connection, and clinical excellence.

We acknowledge and respect the knowledge, traditions, and strengths that each of you brings into the learning space. Whether you are new to health care or building on years of experience, your role is vital in making a difference in South Australian Aboriginal communities.

As RTO Manager, my commitment is to ensure that you are supported, respected, and empowered throughout your time with us. Our educators and support team are here to help you grow in both confidence and competence, so you can deliver culturally safe, community-led care.

We wish you every success in your studies, and we are honoured to be part of your journey.



# About Aboriginal Health Council of South Australia (AHCSA)

Aboriginal Health Council of South Australia Limited (AHCSA) is the peak body representing Aboriginal community-controlled health and substance misuse services in South Australia at state and national levels.

Our primary role is to be the 'health voice' for all Aboriginal people in South Australia. We achieve this by advocating for the community and supporting workers with appropriate Aboriginal health programs based on a holistic perspective of health.

AHCSA is a membership-based peak body with a leadership, advocacy, and sector support role and a commitment to Aboriginal self-determination.



# About AHCSA Registered Training Organisation

The Aboriginal Health Council of South Australia Limited (AHCSA) has proudly operated as a Registered Training Organisation (RTO Code: 40142) since 2004, delivering nationally recognised qualifications and specialised skills sets to support the development of a skilled, culturally safe Aboriginal and Torres Strait Islander health workforce.

Our training programs are designed to be practical, culturally grounded, and aligned with the needs of Aboriginal Community Controlled Health Organisations (ACCHOs) and the broader health sector.

We offer:

- Nationally accredited, career-relevant qualifications within the health sector
- Aboriginal-led training that reflects community values and perspectives
- Small class sizes (approximately 12–15 students) for personalised attention
- A balance of theory and practical, hands-on learning
- Access to a Simulated Learning Environment (SLE) that mirrors real clinical settings

Training is delivered by experienced Aboriginal Educators who are committed to supporting students through every stage of their learning and professional development. Many of our students are employed by ACCHOs or government health services, receiving support to integrate their training with workplace experience.

AHCSA is committed to providing a culturally safe, inclusive, and supportive learning environment.

Our approach to training is community-focused and outcomes-driven, supporting students to thrive in their roles and make a meaningful impact in their communities.

# Why Study with AHCSA?

AHCSA is more than just a training provider, we are a trusted partner in Aboriginal health education. Our Registered Training Organisation (RTO Code: 40142) has proudly delivered nationally recognised qualifications and specialised skill sets since 2004, with a strong commitment to building a culturally safe and skilled Aboriginal health workforce.

By choosing AHCSA, you are joining a learning environment that is:

- **Culturally Safe and Community Led:** Training is grounded in Aboriginal ways of knowing, being, and doing. We ensure students feel respected, valued, and supported throughout their learning journey.
- **Designed for Real-World Success:** Our programs are informed by the needs of Aboriginal health services and are designed to equip you with the practical skills, knowledge, and confidence to succeed in the workforce.
- **Built on Strong Relationships:** We work closely with Aboriginal Community Controlled Health Organisations (ACCHOs), government health services, and industry partners to ensure our training is relevant and responsive to the sector.
- **Committed to Your Success:** From your first day of class to your first day on the job, our dedicated Educators and Trainee Support Officers are here to support your academic, professional, and personal growth.
- **Focused on the Future:** With a strong track record of graduate employment and ongoing program development, AHCSA is committed to strengthening the Aboriginal health workforce for generations to come.
- **Industry Accreditation:** In January 2017, AHCSA gained Approved Program of Study accreditation with the Australian Health Practitioner Regulation Agency (AHPRA) for the Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice. Upon completion, graduates are eligible to apply for registration with the Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSIHPBA), enabling them to become registered Aboriginal and/or Torres Strait Islander Health Practitioners.

Whether you're beginning your career or looking to grow in your current role, AHCSA offers the culturally safe, high-quality training you need to take the next step.



## Our Vision

Our vision is for all Aboriginal people to thrive, be healthy and culturally strong.

## Our Mission

The Aboriginal Health Council of South Australia Limited will work in ways that maximise the capacity of the Aboriginal Community in determining their health and wellbeing by ensuring:

- Community participation
- Community ownership
- Community empowerment

## Our Values

We will achieve our mission by ensuring that the Aboriginal Health Council of South Australia Limited values:

- Cultural diversity
- Community history and knowledge
- Community strength
- Are in all that we do.



# Our Location

The Aboriginal Health Council of South Australia (AHCSA) is located at 220 Franklin Street in the heart of Adelaide's CBD. Our central campus provides easy access via public transport and is close to accommodation, cafes, and cultural services.

## Campus Features

### Culturally Safe Learning Spaces

Purpose-designed classrooms and meeting areas that reflect Aboriginal culture and values. Spaces are designed to be inclusive, welcoming, and respectful of all students and staff.

### Simulated Learning Environment (SLE)

A fully equipped clinical training space that mirrors real-life primary health care settings. The SLE is designed to prepare students for clinical placements through hands-on learning, including simulated consultations, assessments, and procedures.

### Training Rooms

- Air-conditioned and equipped with modern technology including interactive whiteboards and Wi-Fi access
- Small class sizes (approx. 12–15 students) to support personalised learning
- Flexible furniture to accommodate practical workshops and group activities

### Student Support Facilities

- A dedicated space for study and reflection
- Quiet rooms for cultural or personal wellbeing
- Onsite support from Aboriginal Educators and Student Support Officers

### Technology & Resources

- Computer access for research and assessments
- Access to AHCSA's learning management system and digital learning resources
- EBSCO Health Library access for evidence-based research

### Community and Cultural Connection

The campus is a hub for Aboriginal health workforce development and regularly hosts cultural events, guest speakers, and networking opportunities with community-controlled health services.



### Campus Contact Details:

220 Franklin Street, Adelaide SA 5000

Phone: (08) 8273 7200

Email: [rto.admin@ahcsa.org.au](mailto:rto.admin@ahcsa.org.au)

Website: [ahcsa.org.au](http://ahcsa.org.au)

I want to study...



# I want to study...

HLT30121 - Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care

HLT40221 - Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice

Aboriginal Maternal and Infant Care (AMIC) Specialisation Units

HLT30121

## Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care

### Duration

12 Months:  
10 weeks on-site  
learning at AHCSA

### Delivery

Mode Mixed Mode:  
on-site learning, online learning,  
workplace learning

### Fees

Fee free from 2025 - 2026

### Work Placement

250 hours



### Overview

This qualification is designed for Aboriginal and/or Torres Strait Islander people working in health support roles across urban, rural, and remote communities. It reflects the role of workers who operate under general supervision as part of a multidisciplinary health care team, delivering generalist primary health care services to Aboriginal and/or Torres Strait Islander clients.

### Further Study Pathways

After achieving this Certificate III qualification, individuals may continue their studies in HLT40221 Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice.

### Employment Opportunities

This qualification provides a pathway to work in a range of health care settings including Aboriginal and/or Torres Strait Islander community organisations, and the public or private health sector.

### Course Entry Requirement

To ensure the learning opportunity is appropriate, applicants must demonstrate the capability to undertake study at a Certificate III level. This is confirmed through meeting the following entry requirements:

- Be an Aboriginal and/or Torres Strait Islander person
- Be a resident of South Australia
- Be aged 18 years or above
- Have a Unique Student Identifier (USI)
- Complete a Language, Literacy and Numeracy (LLN) Assessment (if applicable)
- Be employed in the health care sector with access to a clinical setting

If you're not currently employed in health, contact our Jurisdictional Traineeship Coordinator to explore placement options.

### Additional Requirements

- Personal ID to verify your residential address
- Current Resume
- Job description for your current role
- National Police Check
- Working with Children Check
- Aged Care Sector Employment Check
- Vulnerable Person-Related Employment Check
- Vaccination Record

### Work Placement / Supervised Clinical Practice

Students must complete a minimum of 250 hours of supervised clinical practice in an approved health care environment as part of this qualification, which may be undertaken within the workplace for employed students (subject to suitability and supervision arrangements).

### Packaging Rules

#### Units of Competency

CHCCOM005	Communicate and work in health or community services
CHCLEG001	Work legally and ethically
HLTAADV001	Support clients to access health services
HLTAAP001	Recognise healthy body systems
HLTAHCS002	Assist with health assessments
HLTAMED001	Work under instructions to support the safe use of medications
HLTAWOR001	Work in Aboriginal and/or Torres Strait Islander health support role
HLTINF006	Apply basic principles and practices of infection prevention and control
HLTWHS001	Participate in workplace health and safety

#### Elective Unit of Competency

BSBDAT201	Collect and record data
BSBMED303	Maintain patient records
BSBMED305	Apply the principles of confidentiality, privacy and security within the medical environment
CHCCCS026	Transport individuals
CHCCCS037	Visit client residence
HLTAID011	Provide first aid

# Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice

**Duration**

18 Months:  
14 weeks on-site  
learning at AHCSA

**Delivery**

Mode Mixed Mode:  
on-site learning, online learning,  
workplace learning

**Fees**

Fee free from 2025 - 2026

**Work Placement**

500 hours



**Overview**

The Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice is designed for Aboriginal and/or Torres Strait Islander people working as health practitioners. These practitioners deliver culturally safe primary health care, health promotion, and clinical services as part of multidisciplinary teams in urban, rural, and remote settings.

Students learn to apply initiative and judgment within the boundaries of clinical supervision, practice standards, and treatment protocols.

AHCSA's program is accredited by the Australian Health Practitioner Regulation Agency (AHPRA). Graduates are eligible to apply for registration with the Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSIHPBA). Only registered practitioners can legally use the protected title Aboriginal and/or Torres Strait Islander Health Practitioner.

**Administration of Medications**

Students looking to undertake the training program should be aware of legislative limitations and workplace policy or procedural requirements in relation to the administration of medications. This training program includes the delivery of two core units of competency that address performance evidence in relation to Administering Medications and Supporting with the Safe Use of Medicines.

To ensure all students have the opportunity to gain competency in the knowledge and skills required for these units AHCSA attempts to fully replicate the resources, environment and time productivity pressures associated with these activities within its simulated learning environment. Students looking to go on to register with AHPRA must maintain current knowledge about the scope of practice of their role with regards to medicines within the State or Territory they intend to practice.

**Further Study Pathways**

Graduates of this qualification may choose to continue their education by enrolling in a Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care, or pursue further studies in related fields such as nursing, public health, or health science at a university level. Students may also engage in ongoing professional development through short courses or workplace-based training to build on their skills and knowledge.

**Employment Opportunities**

Graduates of this course are equipped to work as Aboriginal and/or Torres Strait Islander Health Practitioners in a variety of settings, including Aboriginal Community Controlled Health Services and public or private health care organisations. These practitioners contribute to the delivery of culturally safe, community-focused care, and play an important role in health promotion, outreach, and clinical service delivery across urban, rural, and remote communities.

**Course Entry Requirement**

To be eligible for entry into this course, applicants must demonstrate that they are capable of undertaking study at a Certificate IV level. This is confirmed through meeting the following entry requirements:

- Be an Aboriginal and/or Torres Strait Islander person
- Be a resident of South Australia
- Be aged 18 years or above
- Have a Unique Student Identifier (USI)
- Complete a Language, Literacy and Numeracy (LLN) Assessment (if applicable)
- Be employed in the health care sector with access to a clinical setting

If you're not currently employed in health, contact our Jurisdictional Traineeship Coordinator to explore placement options. To gain a place in this program, students MUST be currently working in a relevant clinic, facility or organisation and have a suitably qualified supervisor to sign off on industry reports.

**Packaging Rules**

Units of Competency	
CHCCOM002	Use communication to build relationships
CHCLEG001	Work legally and ethically
HLTAADV002	Support the rights and needs of clients
HLTAHCS004	Complete comprehensive physical health assessments
HLTAHCS006	Implement complex health care plans
HLTAHPR007	Promote lifestyle change
HLTAMED002	Support the safe use of medications
HLTAMED003	Administer medications
HLTASEW002	Assess and support the social and emotional wellbeing of clients
HLTAWOR002	Work in Aboriginal and or Torres Strait Islander Primary Health Care
HLTAWOR003	Use and promote reflective practice in Aboriginal and/or Torres Strait Islander primary health care
HLTAWOR004	Provide support to address social and cultural determinants of client and community health
HLTINF006	Apply basic principles and practices of infection prevention and control
HLTWHS001	Participate in workplace health and safety
Elective Unit of Competency	
HLTAID011	Provide first aid
CHCAOD004	Assess needs of clients with alcohol and other drugs issues
HLTAHCS011	Provide support to clients experiencing alcohol and other drugs problems
HLTAHPR002	Promote awareness and early detection of cancer to men
HLTAHPR003	Promote awareness and early detection of cancer to women
HLTASXH001	Promote men's sexual health
HLTASXH002	Promote women's sexual health

**Additional Requirements**

- Personal ID to verify your residential address
- Current Resume
- Job description for your current role
- National Police Check
- Working with Children Check
- Aged Care Sector Employment Check
- Vulnerable Person-Related Employment Check
- Vaccination Record

**Work Placement / Supervised Clinical Practice**

500 clinical hours are required to complete the qualification as per the training package and AHPRA registration requirements for Aboriginal Health Practitioners.

# Aboriginal Maternal and Infant Care (AMIC) Specialisation Units

## Duration

12 Months:  
7 weeks on-site learning at AHCSA/ on Country

## Delivery

Mode Mixed Mode:  
on-site learning at AHCSA. on Country, online learning, workplace learning

## Fees

Fee free from 2025 - 2026

## Overview

The AMIC Specialisation units enable the graduates of the program to extend their scope of practice as a registered Aboriginal and/or Torres Strait Islander Health Practitioner to include knowledge, skills, and attitudes to provide competent antenatal and postnatal care, support childbirth within a registered birthing organisation, and provide support and strategies for sexual health for women.

An AMIC Practitioner provides clinical and associated care within a team environment with a midwife and/or medical practitioner, advocate for clients, undertakes a broad spectrum of health care, and collaborates alongside other health care professionals to provide culturally safe care associated with pregnancy and childbirth for Aboriginal clients and their families. The AMIC graduate can be employed in the community-controlled sector, primary health units, or mainstream services to undertake programs specific to pregnancy, childbirth and early infant care.

The prerequisite qualification for AMIC specialisation competency units is Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice.

## Further Study Pathways

Graduates of this qualification may choose to continue their education by enrolling in a Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care, or pursue further studies in related fields such as nursing, public health, or health science at a university level. Students may also engage in ongoing professional development through short courses or workplace-based training to build on their skills and knowledge.

## Employment Opportunities

Graduates of this course are equipped to work as Aboriginal and/or Torres Strait Islander Health Practitioners in a variety of settings, including Aboriginal Community Controlled Health Services and public or private health care organisations.

## Course Requirements

To ensure the learning opportunity is appropriate, applicants must demonstrate the capability to undertake study. This is confirmed through meeting the following entry requirements:

- Be an Aboriginal and/or Torres Strait Islander person
- Be a resident of South Australia
- Be aged 18 years or above
- Have a Unique Student Identifier (USI)
- Complete a Language, Literacy and Numeracy (LLN) Assessment (if applicable)
- Be employed in the health care sector with access to a clinical setting
- Students are required to hold a Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice as a prerequisite for enrollment and hold current APHRA registration as a Aboriginal Health Practitioner (AHP)

## Additional Requirements

- Personal ID to verify your residential address
- Current Resume
- Job description for your current role
- National Police Check
- Working with Children Check
- Aged Care Sector Employment Check
- Vulnerable Person-Related Employment Check
- Vaccination Record

## Packaging Rules

Units of Competency	
HLTAMAT001	Provide antenatal health care
HLTAMAT002	Assist with childbirth
HLTAMAT003	Provide postnatal health care for mothers and babies
HLTASXH002	Promote women's sexual health

## Training and Assessment



# Training and Assessment



## Recognition of Prior Learning (RPL)

Recognition of Prior Learning is an assessment process that recognises and validates the skills, knowledge, and experience that an individual has acquired outside of formal education or training programs. This can include work experience, informal training, volunteering, or other life experiences relevant to the qualification being pursued. RPL is an assessment only process no training is provided.

Fees may be associated with RPL can be found on by contacting the RTO Team via email at [RTO.admin@ahcsa.org.au](mailto:RTO.admin@ahcsa.org.au) or by phone on 08 8273 7200.

## Credit Transfer (CT)

Credit transfer is a process that enables students to apply competencies gained from previous learning towards equivalent units in their current course of study. To be eligible for credit transfer, the previous qualification or units must be equivalent to the ones being offered in the new qualification or course.

This means they should meet similar learning outcomes and competencies. Students will need to provide official transcripts or records of their previous studies, along with any other required documentation along with their Application Form.

The RTO will then assess these documents to determine the amount of credit that can be transferred.



# Fees and Traineeships

## Fees

Unless specified within the course information, all AHCSA courses are currently fee-free for 2025–2026, supported through subsidised training provided by the South Australian Government as well as First Nations Health Worker Traineeship (FNHWT) Program.

### What's subsidised training?

Subsidised training is where the South Australian Government pays part of your accredited course fees for you. This money goes straight to AHCSA, so you can focus on your training.

### Work Ready Funding

WorkReady allows eligible SA students to enrol in subsidised qualifications (Certificate II through to Advanced Diploma) across a range of industries. Regardless of the qualification level or industry, eligible students can access bridging units or learner support services to assist them complete their studies. Additionally, job seekers can access employment programs to connect them with jobs in their local area.

### Eligibility Criteria

A person can participate under Work Ready if they are:

- An Australian or New Zealand citizen, a permanent Australian resident or the holder of a state sponsored visa on a pathway to permanent residency
- Currently living in South Australia
- Aged 16 or older

## Traineeships

Traineeships combine paid work with structured training, leading to a nationally recognised qualification. Training is delivered alongside practical, on-the-job experience to build job-specific skills.

A Training Contract formalises the arrangement between the trainee and a registered employer, who provides employment and supports the trainee's learning throughout the program.

### First Nations Health Worker Traineeship

The First Nations Health Worker Traineeship (FNHWT), led by NACCHO, supports up to 500 Aboriginal and Torres Strait Islander trainees in becoming Aboriginal Health Workers (AHWs) or Aboriginal Health Practitioners (AHPs).

These qualifications are culturally specific and clinically tailored to meet the unique needs of Aboriginal and Torres Strait Islander communities. The program strengthens the AHW and AHP workforce while supporting the growth of Aboriginal Community Controlled Health Registered Training Organisations (ACCHRTOs).

Trainees receive cultural and academic support throughout their study, along with workplace supervision and career development pathways to ensure successful completion and job readiness. The program is underpinned by the Aboriginal and Torres Strait Islander Health and Care Traineeship Framework, which ensures learning is meaningful, practical, and culturally safe.

# The assessment is conducted through a dedicated UAN interview using our UAN Pre-Training Selection Form.

The interview is held face-to-face, over the phone, or virtually, and is facilitated by the Jurisdictional Traineeship Coordinator (JTC) or, where required, a trained Student Support Officer. During this conversation, we ask specific, open-ended questions that prompt the applicant to reflect on their goals, previous education, employment, learning habits, and potential barriers to participation.

The interview is designed to address all seven required assessment areas:

## 1. Language, Literacy and Numeracy (LLN) skills

We identify if the applicant may need further assessment by discussing previous qualifications, confidence with reading, writing, and numeracy, and work-related tasks. In the instance where the applicant is currently working in the aligned industry and has completed a Certificate IV or higher qualification in the last 5 years are not subject to LLN testing.

All other applications will be required to complete the LLN assessment using the ACER online Snapshot Reading and Numeracy Indicator (SRNI)

### **Snapshot Reading and Numeracy Indicator (SRNI)**

The SRNI is an assessment tool that can individually assess a learner's capabilities in:

- Reading
- Numeracy

The SRNI is a short static assessment tool that provides an indication of whether the learner is at the required minimum of ACSF exit level 2 in reading and numeracy. The SRNI includes 15 reading and 15 numeracy questions and, on average, takes learners 15-20 minutes to complete.

- Must be used under supervision to assess reading and numeracy capabilities in individuals seeking access to subsidised training

Where no further assessment is required, the individual may proceed in the UAN process

Where further assessment is required, the individual must undertake CSPA for further relevant reading and/or numeracy assessment.

### **CSPA for further relevant reading and/or numeracy assessment**

The CSPA is an assessment tool that can individually assess a learner's capabilities in:

- Reading
- Numeracy
- Writing

All 3 CSPA assessments are automatically scored and the CSPA provides a detailed report for each assessment that analyses the outcome for every question or prompt and assigns:

- an ACSF Exit Level, and
- a scaled score.

As a guide each capability assessment may take around 30 minutes to complete, however there is no time limit.

Reading, numeracy and writing results from the CSPA are valid for 12 months from the date completed, but only with the training provider who conducted the CSPA assessment.

- Must be used under supervision to assess reading and numeracy capabilities in individuals seeking access to subsidised training.

### **Participant suitability and support needs assessment:**

AHCSA will determine the student's suitability for to access a subsidised training place in their chosen qualification. AHCSA will identify if there are any support needs relating to the student's living circumstances, learning environment and study/employment transitions.

This part of the UAN process utilises our UAN Pre-Training Selection Form that identifies what at a minimum must be assessed by AHCSA.

## 2. Digital literacy and access to technology

We explore the applicant's experience with using digital tools, email, online platforms, and whether they have reliable access to a computer or internet. Barriers are documented and support options are explored.



## 3. Prior educational attainment and learning skills

We ask about previous study, school completion, and any training experiences. We assess their readiness for the qualification level and whether they need tutorial support or bridging programs.

## 4. Employment status and experience relevant to the course

We request the applicant's current resume and job description as part of their application. During the interview, we explore how their role aligns with the course and confirm active employment in a relevant field, where required.

## 5. Aspirations and motivation

The interview includes questions about the applicant's goals, career pathway, and reasons for choosing the qualification. We assess whether the course is the right fit or if another option may be more suitable.

## 6. Personal circumstances and barriers

Applicants are invited to discuss any personal, financial, health, or family circumstances that may impact their ability to participate. This includes transport, accommodation, disability, or caring responsibilities. We use this information to determine necessary adjustments or referrals to support services.

## 7. Expectations of training and work

We check the applicant's understanding of the course requirements, including clinical placement, assessments, time commitment, and professional expectations. Where gaps in understanding exist, we provide additional information and support to ensure they make an informed decision.

Everyone's journey is different and sometimes you need some extra support. We're here to help. Free and confidential support services are available to all students.

# How We Support You

## Learner Support

At AHCSA, we are committed to supporting your success throughout your learning journey. Our team offers a range of academic, cultural, and personal support services tailored to meet your needs.

## Academic and Study Support

Our Educators and Learning Support staff can assist you with:

- Understanding assessment requirements, structuring assignments, and providing feedback to help you meet assessment standards.
- Developing time management strategies, personalised study plans, and routines to balance study with work, family, and other commitments.
- Using digital tools and online platforms required for your course.
- One-on-one and group support, available:
  - › Before and after class
  - › Online, phone, email, and during workplace visits.

## Access Ability Support

If you identify with having a disability, our staff can work with you to develop a support plan. This may include:

- Communicating with your educator on your behalf, if required
- Loaning you assistive technology
- Coordinating alternative assessment arrangements.



## Learning Support Services (LSS)

Tauondi Aboriginal College provides additional Learning Support Services (LSS) to eligible AHCSA students to help overcome complex barriers to education and improve course completion rates. Funded by Skills SA, these services are delivered in collaboration with AHCSA and cover a range of supports across the following areas:



## Living Needs

Students receive support through liaison and advocacy with health services, housing providers, and legal services. Where appropriate, case managers assist with referrals to Centrelink, employment service providers, and other community services.

## Learning Needs

LSS offers in-class support and helps students develop study skills to succeed in their coursework. Case managers and Tauondi staff work closely with AHCSA Educators to ensure learning support is effectively integrated into the training environment.

## Transition Support

Students are guided through their transition to employment or further study upon course completion. Additional support is provided during work placements to help students build work readiness skills and confidence in a professional setting.

## Personal Support

Support is available for students experiencing personal challenges that may affect their training, such as stress or wellbeing concerns. Case managers work collaboratively with each

## Case Management Support

LSS case managers provide one-on-one assistance to help students stay engaged in their training. They address challenges related to living, learning, or transitioning, and coordinate support with AHCSA to ensure a consistent and culturally safe approach.

## Post-Course Transition Support (PCTS)

After completing their training, students continue to receive support for up to 12 weeks to assist with the transition into employment or further education. This includes help with job readiness, applications, referrals, and follow-up guidance to support long-term success.

These services are designed to help students continue with their studies, overcome barriers, and successfully complete their qualifications.

# ABSTUDY / Travel Support



## ABSTUDY

The Commonwealth Government supports Aboriginal and Torres Strait Islander students through ABSTUDY, which provides financial assistance to help cover the cost of studying. The level of support a student may receive depends on individual circumstances and study load. Please note that there are limits to the number of courses eligible for ABSTUDY support.

Students must notify Centrelink of any changes to their enrolment, such as withdrawing from a course or reducing their study load. Failure to do so may result in a significant debt. AHCSA is not responsible for any debts incurred as a result of changes to a student's enrolment status.

## Travel Support

AHCSA receives Away From Base (AFB) funding from the Australian Government to support non-metro students to travel to Adelaide to attend scheduled training workshops.

Eligible students will have the following arranged and paid for by AHCSA:

- Transport (e.g. return flights, mileage reimbursement, or bus fares)
- Accommodation at AHCSA's preferred hotel – iStay Precinct, located a 2-minute walk from AHCSA's Adelaide office
- Meal and incidental allowances, paid via direct deposit in line with AHCSA RTO Travel Allowance Rates (assessed based on individual circumstances)
- must be provided at least one week prior to the workshop; this will be assessed by
- the RTO Manager on a case-by-case basis
- Accommodation changes cannot be made without prior approval from the RTO Manager

AHCSA takes reasonable measures to ensure student accommodation is safe and appropriate.

While staying in AHCSA-arranged accommodation:

- Students must follow AHCSA's Student Code of Conduct and comply with any accommodation house rules
- Any accidents, injuries, or incidents must be reported to AHCSA RTO staff immediately
- Students are responsible for any additional costs incurred during their stay, such as minibar use, damages, phone calls, or extra nights

If a student requires individual accommodation due to a medical condition, a medical certificate

Students may be required to reimburse AHCSA for travel or accommodation arrangements that were not used as planned.

This includes:

- Missed flights, buses, or trains that result in a "No Show" charge
- Using travel or accommodation but failing to attend scheduled training
- Cancelling attendance without providing notice within the required timeframe

All arrangements are made strictly in line with AFB guidelines. AHCSA will not cover personal expenses or additional travel, accommodation, or meal costs that fall outside these guidelines. These costs must be paid by the student, or by their employer if agreed.

# Vocational Training & Assessment



## Standards for Registered Training Organisations (2025)

The Australian Skills Quality Authority (ASQA) is the national regulator for Australia's vocational education and training sector. ASQA regulates courses and training providers to ensure nationally approved quality standards are met.

ASQA regulates providers according to the Standards for Registered Training Organisations (2025).

AHCSA is a Registered Training Provider (RTO) that meets national educational standards, and it is fully compliant with the Standards for Registered Training Organisations (2025).

For further information regarding the Standards for Registered Training Organisations (2025), visit [www.asqa.gov.au](http://www.asqa.gov.au)

## Competency Based Training

Competency based training and completion is an approach to vocational education and training that places emphasis on what a person can do in the workplace as a result of completing a program of training.

Competency based training programs are comprised of competency standards set by industry that each student is assessed against to ensure all the outcomes required have been achieved.

Progression through a competency based training program is determined by the student demonstrating that they have met the competency standards through the training program and related work.



# Assessments

AHCSA is committed to an assessment system that ensures that assessment both complies with the assessment requirements of the training package and is conducted in accordance with the Principles of Assessment and the Rules of Evidence.

You will be assessed throughout the course in a variety of ways:

- **Formative Assessment** occurs throughout the course in the form of skill demonstration, group work, quizzes, discussions, role plays and scenarios. Formative assessment provides an indication of learning and consolidation and determines the student's readiness for summative assessment
- **Summative Assessment** involves the collection of a range of evidence to determine the student's demonstration of the required skills and knowledge of the unit. The combination of formative and summative assessments ensures the student demonstrates consistency of required skills and knowledge associated with the units of competency.

The scheduling of summative assessments is stated in student assessment booklet for each unit of competency. The trainer and assessor will discuss unit assessments with you on commencement of the unit and inform you of the due dates for each task.

Each individual assessment task is graded as either satisfactory or unsatisfactory. Once all assessment tasks for a unit of competency have been graded (including professional practice experience, work placement) as satisfactory an outcome of competent will be granted. You are required to achieve a competent outcome in all units of competency to be awarded the qualification.



# Your Guide to Apply

## 1. Select Your Course

Explore our available qualifications and ensure you meet the entry requirements to apply.

We offer nationally recognised qualifications designed to support Aboriginal and/or Torres Strait Islander peoples working or seeking work in the health sector. Before applying, review each course's entry requirements to confirm your eligibility.

## 2. Complete LLN Assessment and Interview

Acceptance into a course is not guaranteed. Eligibility is based on course requirements, LLN outcomes, and the interview.

## 3. Attend Orientation

Join the compulsory orientation session to receive important course information and meet the RTO team.

## 4. Submit an EOI or application form

If applications are currently open, you can complete and submit your application form along with the required documents via the AHCSA website

If not, submit an Expression of Interest form to be notified of the next intake.

## 5. Receive an Offer and Enrol

If accepted, you'll receive an official offer and enrolment documents to complete your registration.

**Please Note:** Acceptance into a course is not to be presumed. Eligibility will be based upon course requirements, LLN assessment outcomes, and interview.



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